



BASELINE ASSESSMENT TOOLS

LIS Data Quality Assessment

1	Laboratory section			
2	Today's date (dd/mm/yyyy)			
3	Time period for assessment	Start Date (dd/mm/yyyy)	End Date (dd/mm/yyyy)	
4	Number of specimens in logbook		Number of specimens in LIS	
5	Duplicate records in logbook	Yes No	Duplicate records in LIS	Yes No
COMPLETENESS				
6	For the records under observation, study the data on specimens received and note the following:	Number of records in logbook with incomplete data elements (use the list below)	Number of records in LIS with incomplete data elements (use the list below)	Number of records with entries in logbook different than LIS (use the list below)
6a	Patient ID			
6b	Test Requested			
6c	Date of Collection			
6d	Time of Collection			
6e	Requestor			
6f	Acceptance/Rejection criteria in LIS (the rejection should be for both LIS and logbook)			
6g	Name of receiving staff recorded in LIS			

7	For the records under observation, study the data on reports/ results and note the following:	Number of records in logbook with incomplete data elements	Number of records in LIS with incomplete data elements	Number of records with entries in logbook different than LIS
7a	Patient Name			
7b	Patient Address			
7c	Hospital/Facility Requesting			
7d	Lab Producing Report			
7e	Name of Person Requesting			
7f	Type of Sample Received			
7g	Test Requested			
7h	Date/Time of Specimen Collection			
7i	Date/Time Specimen Receipt			
7j	Date/Time Release of Report			
7k	Normal Reference Ranges			
7l	Interpretation of Results (if applicable)			
7m	Rejected Specimen and Reason (if applicable)			
7n	Name of Person Authorizing Release			
7o	Signature of Person Owning Responsibility for Content/Who is Tester - Name			
7p	In paper based reports, are the reports standardized – format should be standard			
INTEGRITY				
		In the logbook	In the LIS	Number of modified records in logbook different than LIS
8	For the records under observation, how many were updated/ modified?			
9	Count the number of each of the following fields that was modified for the records you are observing	Number of records that have been modified in the logbook	Number of records that have been modified in the LIS	Number of modified records in logbook different than LIS
9a	Patient ID			
9b	Test Requested			
9c	Date of Collection			

9d	Time of Collection			
9e	Requestor			
9f	Acceptance/Rejection criteria in LIS			
9g	Patient Name			
9h	Patient Address			
9i	Hospital/Facility Requesting			
9j	Lab Producing Report			
9k	Name of Person Requesting			
9l	Type of Sample Received			
9m	Test Requested			
9n	Date/Time of Specimen Collection			
9o	Date/Time Specimen Receipt			
9p	Date/Time Release of Report			
9q	Normal Reference Ranges			
9r	Interpretation of Results (if applicable)			
9s	Rejected Specimen and Reason (if applicable)			
9t	Who made the change			
9u	When was the change made			
TIMELINESS				
			In the logbook	In the LIS
10	Are the records up to date?			
10a	Please record the most recent date for specimens with completed results (<i>dd/mm/yyyy</i>)			
ACCURACY				
11	For the records under observation, count the number of records for which data between the logbook and the LIS are different			

LIS Data Use Assessment

1	Are you a user of data from the laboratory?						Yes			No		
2	If yes, what type of data do you use?	Lab test results by test	Lab QA/QC results	Patient results	Aggregate data on number and types of tests	Data on workload of laboratory staff	Data on laboratory supplies used and new stock required	Number of cases identified	EQA	Turn around time	Other	
3	Please indicate the ways you use these data	Verification of results, completeness of testing, cross-checking results as well as checking results against what was requested	Validation of results, verification of results	Review results for all tests requested on a patient to assess completeness. Clarify that this is about report. Authorization of results/ report	“Make decisions about patient’s treatment Lab could use the data to determine statistics, determine turnaround time, to monitor quality indicators	Make decisions about re-organizing workload for staff	Order supplies/ kits. Forecast supplies based on the numbers and consumption	Make policy decisions for the laboratory	Overall performance in laboratory	Use laboratory data to demonstrate success or failure of programs - too vague/ ambiguous. Advocate for funding. Monitor success of treatment. Determine prevalence rates in surveillance studies	Make decisions about expanding laboratory clients or test menus/ testing capacity	
4	Are they provided to you from the LIS?	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No		
5	If no, and you wish to request these data from the LIS, can you do so yourself? Or do you have a point of contact for this request?					Extract data myself			Request from point of contact			
6	Do you receive them printed from the LIS, handwritten, or both?		Printed			Handwritten			Combination			
7	Are there any additional data available from the LIS that are not mentioned above?					Yes			No			

8	If yes, what type of data from the LIS would be most beneficial to you?								
9	Do you consider data you currently receive from the LIS to be useful when making decisions regarding data quality? Relate this to what is written on the report. e.g reference ranges on report tell you if it's out of range.		Yes			No			
10	Do you believe you can use the data you currently receive from the LIS to make decisions that impact programs and/or services (can they use data to improve lab services)		Yes			No			
11	Do you believe you can use the data you currently receive from the LIS to demonstrate the impact of programs and/or services (is data easily accessible, analyzable, can it be aggregated)		Yes			No			
12	In your opinion, are there any barriers that are preventing you from using the data you have listed above		Yes			No			
13	If yes, what are these?	Insufficient data	Data not of appropriate format	Data is not answering the questions I am asking	My organization does not encourage use of LIS data	I do not know where to go/ who to ask to get what I need	I don't know enough about the LIS to have expectations in terms of data		
14	Do you have suggestions for improvements for the LIS?								
15	What is your role within the organization		Laboratory Technician	Data entry staff	Laboratory Manager	Laboratory Director	Doctor	Nurse	Medical Director of hospital

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