



SIQAG

South Island Quality Assurance Group for Haematology (SIQAG4H)

Terms of Reference

Membership

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Consultant Haematologist
Southern Community Laboratories
Consultant Pathologist
Southern Community Laboratories
Consultant Haematologist
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Snr. Haematology Scientist
Southern Community Laboratories
Section Head, Haematology
Southern Community Laboratories
Consultant Haematologist
Med Lab South, Christchurch
Snr. Haematology Scientist
Med Lab South, Christchurch
Charge Tech
Med Lab South, Timaru
Charge Scientist
Med Lab South, Nelson
Charge Scientist
Med Lab South, Blenheim
Principle Technologist
West Coast District Health Board
LIS Co-ordinator
Canterbury Health Laboratories
Auckland

Chairperson	Ken Beechey, Section Head Haematology, Canterbury Health Laboratories. (2010)
Quorum	Chairperson or person deputising plus at least representatives from two other participating laboratories. In cases where consensus recommendations are required these should be obtained through email consultation.
Meetings	One meeting to be held annually with other meetings held ad hoc as required.
Agenda	A request for Agenda items will be circulated to members at least two weeks prior to the scheduled meeting. An agenda will be issued to members by email at least one week prior to the meeting.
Minutes	Minutes of meetings will be circulated to all SIQAG-Haematology members, the Laboratory Information Systems Managers and Quality Mangers from Canterbury Health Laboratories, Southern Community Laboratories and Med Lab South, the Éclair Applications Manage and CHL LABNET partners. In addition minutes will be sent to or made available to those individuals identified as being the contacts for those committees detailed under 'Functional Relationships with Other Committees.'
Scope	The South Island Quality Assurance Group (SIQAG) for Haematology will look at the comparability of Haematology tests in the Health PAC schedule and any other tests identified by this group. For each test / analyte, the adult, antenatal and paediatric reference intervals will be looked at along with what analysers / methods are used to perform the test, how many decimal places results should be reported too and the use of Logical Observation Identifiers Name and Codes (LOINC) to allow cumulating in Eclair. An annual review of the SIQAG for Haematology Terms of Reference should be undertaken to ensure that the purpose and objectives of the group remain current.
Functional Relationship with Other Committees	Northern Region Quality Assurance Group (NorthQAG): This is an equivalent group of Consultant Haematologists and senior Haematology staff reviewing comparability in the North Island. (Margaret Hammond, Snr. Haematology Scientist)
Purpose	To review and ensure the on-going comparability of Haematology reference intervals between the South Island laboratory providers sending results into the Éclair Regional Results repository.
Objectives	<ol style="list-style-type: none"> 1. To maintain the SIQAG Haematology reference interval document which details what tests are deemed comparable, current agreed reference intervals / units and the analysers used to perform these tests at each of the laboratory service providers. This document will be maintained by the incumbent Chairperson and it is the responsibility of all SIQAG Haematology members to ensure that it is kept current. 2. To be proactive in the standardisation of reference intervals wherever possible with a focus on standardising nationally if possible. 3. To run comparative studies using patient samples to confirm test comparability if required. 4. To promote the use of LOINC codes locally for cumulating results in Éclair. 5. To facilitate discussion with other relevant external groups as appropriate with a view to promoting the use of agreed reference intervals.
Request for Change Agreement	<p>It has been agreed with Laboratory Information Systems teams from Canterbury Health Laboratories, Southern Community Laboratories, Med Lab South and the Éclair administration team that;</p> <ul style="list-style-type: none"> • The SIQAG Haematology Group needs to provide an indication of when the agreed change requires implementation.

- LIS / Eclair Teams will endeavour to effect the change in the timescale recommended by the SIQAG Haematology group. This will be dependant on the complexity of the work required, the resources available within each Team and whether there will be involvement required from the respective LIS suppliers.