

## INSTRUCTIONS FOR SAMPLE COLLECTION CENTER APPROVAL SCHEME (SCCAS)

### 1. How to Apply

Any Sample Collection Center (SCC) which provides samples to its own laboratory or any outside laboratory for medical testing can apply for this approval scheme and assure its recognition among medical laboratories. For applying, a SCC must use ML-FM(P)-25 obtained from the SLAB office or SLAB website; [www.slab.lk](http://www.slab.lk).

Before forwarding an application to the SLAB office, SCC must verify and ensure that the requirements given in ML-GL(P)-01 are fully complied with.

### 2. How to assess a SCC

Each SCC will be assessed twice a year, i.e. before awarding the approval and at the middle of the awarding cycle by a qualified Technical Assessor based on the guidelines provided in ML-GL(P)-01

### 3. Awarding Certificate

Each SCC which is found compliant with the requirements of ML-GL(P)-01 will be awarded with a Certificate of Approval by the SLAB.

### 4. Awarding Period

The Certificate of Approval is valid for one year counting from the date of approval.

### 5. Terms and Conditions for entering into SLAB Sample Collection Center Approval Scheme

Each SCC must sign an agreement with the SLAB. The agreement will include the terms and conditions of the Awarding scheme.

### 6. Fee structure

The fee structure of the Awarding Scheme is as follows.

Application fee – free of charge

Initial assessment – LKR 5000 and additional visits if required – LKR 5000

Annual fee for awarding the approval – LKR 5000

Surveillance assessment – LKR 5000, conducted at the middle of the approval cycle.

Transport charges for visits to SCC – LKR 1000 for each visit, if not borne by the SCC.

Other taxes (2% NBT and 12% VAT) will apply.

Before the initial assessment, LKR 5000 is to be paid and the rest to be paid before grant of approval, in cash or in a cheque drawn in favour of the Sri Lanka Accreditation Board.

### 7. Benefits to Laboratories

- a) Registration of SCCs is easy and additional evaluations on SCCs are prevented.
- b) Reliability and credibility of sample collection, handling and transportation is assured.
- c) Routine monitoring and verification by laboratory is reduced or eliminated and related costs reduced
- d) Laboratory's image and recognition on testing is enhanced.

<b>SRI LANKA ACCREDITATION BOARD FOR CONFORMITY ASSESSMENT</b>				
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