

Quality and Accreditation Institute
Centre for International Accreditation



**TERMS AND CONDITIONS FOR MAINTAINING
QAI RECOGNITION FOR MEDICAL LABORATORIES**

Issue No.: 03

Issue Date: March 2024

Quality and Accreditation Institute		
Centre for International Accreditation		
Doc. No.: QAI CIA 115	Terms and Conditions for Maintaining QAI Recognition for Medical Laboratories	
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CHANGE HISTORY

Sl. No.	Doc No.	Current Issue No.	Revised Issue No.	Date of Issue	Reasons
1.	CIA 115	01	02	November 2023 (15 November 2023)	-Doc name changed from CLA (Centre for Laboratory Accreditation) to CIA (Centre for International Accreditation) -Office Address Changed from 811 to 709
2.	QAI CIA 115	02	03	March 2024 (05 March 2024)	-Phone number and mobile number added in address - Borders and QAI logo added in the header

Terms & Conditions for Maintaining QAI Recognition for Medical Laboratories
(To be submitted to QAI along with the application form)

Applicant/ Recognised Laboratory shall be required to fulfill the following terms and conditions:

1. Lab agrees to comply fully with the requirements of QAI Recognition for Medical Laboratories.
2. We agree to comply with recognition procedures and pay all costs for any assessment carried out irrespective of the result.
3. We agree to co-operate with the assessment team appointed by QAI CIA for examination of all relevant documents by them and their visits to those parts of the laboratory that are part of the scope of recognition
4. On grant of recognition, the laboratory shall:
 - 4.1. claim recognition in only those premises, services, tests for which it has been recognized
 - 4.2. not state its recognition in a manner as to be considered misleading or unauthorized and bring QAI to disrepute
 - 4.3. not use QAI recognition mark or certificate for promotional or publicity purposes in a way that QAI may consider to be misleading
 - 4.4. use recognition only to indicate that it has met the relevant standards and does not imply that a product or service is approved by QAI
 - 4.5. make reference to recognition in its documents, brochures or advertising only in compliance with the requirements of QAI.
5. At any point during the application process, if there is evidence of fraudulent behaviour and/ or if the lab has provided false information or conceals information, QAI shall terminate the application/assessment process or deny accreditation. In such cases, QAI shall initiate adverse action as per QAI CIA 022.
6. QAI may suspend or withdraw recognition of recognized laboratory/ stop processing application of an applicant laboratory, as per QAI policy, on one or more of the following grounds:
 - 5.1. an applicant laboratory claiming to be QAI recognized
 - 5.2. during a surveillance (surprise check) or re-assessment, laboratory does not comply with the recognition requirements
 - 5.3. non-payment of recognition expenses like assessment or surveillance or re-assessment charges and recognition fees
 - 5.4. not applied three months before the expiry of recognition and QAI has not been able to take a decision for renewal of recognition
 - 5.5. non-cooperation with QAI
 - 5.6. refusal to allow examination of relevant documents and records by QAI & its assessors
 - 5.7. denial of access to QAI & its assessor to its premises under application/ recognition

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- 5.8. wrong representation of scope of recognition
 - 5.9. misuse of QAI logo/ recognition mark or its use after expiry of recognition
 - 5.10. misleading reporting of facts/ fraudulent activities
 - 5.11. activity bringing disrepute to QAI
 - 5.12. result of complaint analysis or any other information, which indicates that the laboratory no longer complies with requirements of QAI.
7. We undertake to satisfy all national, regional and local regulatory requirements for operating the laboratory.
8. QAI absolves itself of any legal or financial liability arising out of any act involving any accidental or consequential damages to personnel/equipment at any time.
9. All disputes, if any, arising out of QAI decisions that remain unresolved through mechanism provided by QAI are subject to the exclusive jurisdiction of the Courts at New Delhi and none other.

By signing this document, it is implied that a Laboratory as an applicant and after recognition agrees to comply at all times with all Terms and Conditions for Maintaining QAI Recognition for Medical Laboratories

Name & Signature of Chief Executive or his/her Authorized Representative

Name of the Laboratory _____

Date & Place _____

Signature of QAI official & Date of receipt _____

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