



Department of Medical Laboratory Analysis
College of Health Sciences
University of Cihan- Sulaymaniyah

Subject: Clinical Lab. Management and Quality Control

4th Stage - 1st semester

Course Book – Year 2024-2025.

Lecturer's name: Avin Salih Sidiq

Academic Year: 2024/2025

Course Book

1. Course name	Clinical Lab. Management and Quality Control
2. Lecturer in charge	Avin Salih Sidiq
3. Department/ College	Medical Laboratory Analysis
4. Time (in hours) per week	6 Hrs Theory
5. Office hours	All days of the week from 9:00 to 14:00
6. Course code	
7. Teacher's academic profile	https://uni.sulicihan.edu.krd/qa/profile.php?id=13
8. Keywords	
9. Course overview: Clinical Lab. Management and Quality Control course consist of only theoretical session; it will provide MLA students with comprehensive conceptual knowledge and skills needed to become a Laboratory Manager, it will also cover the basic rules of lab safety and prepare students to recognize and avoid chemical exposures and the laboratory hazards in order to prevent accident and injuries in the lab environment. After taking this course enable students to understand and apply methods and tools within quality management and laboratory safety for accreditation purposes and compliance with regulatory agencies.	
10. Course objective: The main objectives of the course are: <ul style="list-style-type: none">• Understanding the responsibilities of managing a medical lab.• Ability to puts plans for the established laboratory.• Demonstrate the ability to apply these plans without losing any rights.• Ability to interact with different cultural and intellectual levels.• To minimize the risk of injury or illness to laboratory workers by ensuring that they have the training, information, support and equipment needed to work safely in the laboratory.	

11. Student's obligation

A student has an obligation to respect the ethical standards of **Cihan University** in the following points:

A. Class Attendance and responsibilities:

1. Students are expected to attend each class for the entire semester.
2. If a student arrives more than 15 minutes late or leaves more than 15 minutes early, they will be marked as absent for the whole hour.
3. Students are responsible for material present in lectures.
4. Students will take several quizzes over the course and the quiz marks will be counted toward the final grade. So, try to prepare yourself for quiz every week.

B. Penalty and acceptable excuses for class and exam absence:

5. Only students with official absence, family crises, and illness are excused from class.
6. Three occasions of lateness count as one absence.
7. The student who misses 10 percent of the classes will be placed on probation.
8. Since all examinations are announced in advance, **ZERO** grade will be given to any missed examination unless a student has an acceptable reason, such as illness, for not being able to take the examination during all those days when the examination was announced.

12. Forms of teaching

The way in which teaching is structured is in the form of lectures. The lectures are added more detail through assignments, cooperative learning, videos and web tools. Compulsory parts of the course include quizzes and final account.

13. Assessment scheme

Theory Session			
No.	Activities	Number or Quantity	Mark %
1	Assignments/ Home Work	2-3	3
2	Quiz	3-4	4
3	Daily Activity	-	3
4	Attendance	-	2
5	Project (visiting report)	1	8
6	Test (Theory)	1	30

Total			50
Final Exam			
1	Theory Examination	1	50
Total			100

14. Student learning outcome:

The overall goal of this course is for the student to gain a basic knowledge on clinical lab. management and quality control. After participating in the course, students would achieve an understanding of the following:

The students will learn:

1. Define and describe the basic principles of management.
2. Apply methods and techniques for organization and management of a clinical laboratory and explain the structure, staffing and function of various health laboratories.
3. Explain how to collect specimens, make records and report of lab. Results.
4. Identify the main sources of laboratory hazards and accident and describe possible factors that contribute to lab accidents.

15. Course Reading List and References:

- 1) Richard A. McPherson, MD. Clinical Diagnosis and Management by Laboratory Methods. Twenty- Second Editions. Philadelphia, PA.2022
- 2) Lynne S. Garcia. Clinical Laboratory Management. Second Edition. American Society for Microbiology, Inc. 2014.
- 3) Endris M. Health Laboratory Management and Quality Assurance. University of Gondar. 2005.

16. The Topics:

no.	Topic
1	Principles of Laboratory Management
2	Laboratory organization and Lab policies
3	Management of laboratory resources
4	Management of laboratory data and budget.
5	Safety in the Laboratory. Part 1

6	Safety in the Laboratory. Part 2
7	Midterm exam
8	Management Ethics and communication in the laboratory
9	Laboratory quality control
10	Types of quality control
11	Laboratory error
12	Final Examination

A.

17. Sample of Questions:

Q1/ Define the following terms:

Organizing, Clinical Laboratory , The path of work flow.

Q2/ Determine if the following statements are true or false. If false, replace the underlined word(s) or expression to produce a true statement.

- 1- Management must be responsible for providing personnel with the appropriate authority and resources to carry out their duties.
- 2- Accurate organizational chart cannot prevent the problems.
- 3- The sample processing area should be separated and far from, the testing areas.
- 4- When workload is excessive, does not affect the testing results.

Q3/ Fills the blanks with the correct answer:

- 1- is an art since includes communication skills, motivation and directives
- 2- is interactive learning in which learner & facilitator share the learning activities.

3- The reception and the sample collection room should locate at theto saves time and energy.

4- Fluorescence microscopy—requires room with proper ventilation.

Q4/ Answer the following:

- 1- Write the difference between expendable and non-expendable materials.
- 2- Enumerate typical responsibilities of the quality manager.
- 3- The safety officer should be assigned responsibility for ensuring that there is an adequate supply of appropriate equipment for safety and biosafety, Enumerate four of them.

18. Peer review: I certify that:

1. I read and verify all requirements of teaching quality assurance are respected in this course book.
2. The scientific contents are new, convenient and well organized for this stage.
3. The order of chapters is well done.
4. References are new and available for students.

That's why I signed on this course book and I take all responsibilities.

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Date: 6/ 09/ 2024

Signature:

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