



## **FACT Clinical, Collection, Processing & Cord Blood Banking Inspector Training Course**

Tuesday, August 15, 2023

## *Facilitators*



### **Katherine Ruth Stephen RN**

BTCT CNC /Apheresis, Blood Transplant and Cell Therapies, The Children's Hospital at Westmead



### **Phillip Johnson MMedSc(Path)**

Director, Queensland Cord Blood Bank at the Mater



### **Phyllis I. Warkentin, MD**

Chief Medical Officer, FACT



### **Suzanne Birnley, MS, MBA**

Director of Operations, FACT

### **REGISTRATION**

7:30 AM

### **WELCOME**

8:00 AM

*Phyllis I. Warkentin, MD*

### **PREPARATION ESSENTIALS**

8:15 AM

*Phyllis I. Warkentin, MD*

Dr. Warkentin will review the results of the Eighth Edition Inspector Test and the Knowledge Check quiz from the Overview of the FACT Accreditation Process. She will also discuss the details of preparing for an inspection.

### **INSPECTOR TECHNOLOGY TOOLS**

9:00 AM

*Suzanne Birnley, MS, MBA*

Suzanne will explain how to navigate the FACT Accreditation Portal, and discuss the advantages of an applicant using the Self-Assessment Tool or OneNote to prepare for the inspection.

### **INSPECTOR INSIGHT STORY: DO'S & DON'TS OF INSPECTING**

9:30 AM

### **BREAK**

9:45 AM

### **INSPECTION PROCESS, PART 1**

10:00 AM

*Phyllis I. Warkentin, MD*

Dr. Warkentin, will give a short introduction of the inspection process and review the inspector tools.

Inspector Trainees will spend time with experienced FACT inspectors examining documents that can be reviewed in advanced of the inspection.

### **LUNCH**

12:00 PM

## INSPECTION PROCESS, PART 2

12:30 PM

### *Phyllis I. Warkentin, MD*

Inspector trainees will continue to spend time with experienced FACT inspectors examining documents that can be reviewed in advanced of the inspection.

Also, inspector trainees will view a video tour of an apheresis collection facility and discuss what can be marked off on the compliance checklist during the tour.

## COMMON CITATIONS

1:45 PM

### *Phillip Johnson MMedSc(Path)*

Dr. Phillip Johnson will explain the most common deficiencies in complying with the Standards and how to write an adequate citation.

## WRITING CITATIONS

2:15 PM

### *Phillip Johnson MMedSc(Path)*

Inspector trainees will practice writing citations.

## INSPECTOR INSIGHT STORY: CONTINGENCY PLANNING & WORKING TOGETHER AS A TEAM

2:30 PM

## BREAK

2:45 PM

## INSPECTION PROCESS, PART 3

3:00 PM

### *Phyllis I. Warkentin, MD*

Inspector trainees will continue to spend time with experienced FACT inspectors examining facility documents and a patient record.

Also, inspector trainees will hear from Phyllis I. Warkentin, MD, regarding the inspection exit interview.

## ACCREDITATION DOESN'T END WITH THE INSPECTION

4:00 PM

### *Katherine Ruth Stephen RN*

Katherine will discuss the following:

- How to prepare and submit the inspection report in the portal.
- Evaluating the inspection, the team, and process by filling out the evaluation form.
- Explain the Accreditation Committee process.
- Review the expectations of the Inspector.

## FACILITATOR PANEL

4:30 PM

## CLOSING

5:00 PM

