Case Number(s):

Repository/Record	Yes	No	N/A	Quant	Yes	No	N/A
All appropriate files present in repositories (e.g. pictures, serology workbook)				Setup sheet present			
Instrument data files present in repositories				Post run report present			
Workstation added to worksheets				If standard curve points deleted, is it noted			
Workbook/Packaging				Make sure instrument name is in file name			
Initials present, where applicable (to include batch analysts)				Quality metrics & CT values checked			
Case/item #s accurate; seals/containers present				All quanted samples present on dilution sheet			
All appropriate samples present on packaging pg				**Amp**			
Stats reference & expected results present (if batch contains amped product)				Setup sheet present			
Extraction				Controls & Thermal Cycler # present			
Negatives/extraction types match sample type				Samples match dilution check boxes, amp export, post run			
Q and K times separate				Amp export info present			
Final volumes present; negatives in lowest volumes				Post run report present			
Instruments listed; Consumption notes present				**CE**			
All appropriate samples present				Setup sheet present			
QIAcube				Plate name present			
Setup sheet present				Ladder and appropriate controls present			
Instrument listed; all appropriate samples present				Post run report present			

Reviewer Comments:

Analyst Comments:

Reviewed by: Reviewed by (comments addressed):