

Easy Steps To Laboratory Accreditation

STEP 1 *Get the materials.*

VISIT THE APPROPRIATE IAC WEBSITE.

Noninvasive Vascular: www.icavl.org

Echocardiography: www.icael.org

Nuclear Medicine: www.icanl.org

Magnetic Resonance: www.icamrl.org

Computed Tomography: www.icactl.org

VIEW AND PRINT THE STANDARDS.

Laboratory staff members are encouraged to read through the Standards closely, making necessary modifications to the laboratory's operations prior to beginning work on the application.

ACCESS THE LINK TO ORDER THE MATERIALS.

The laboratory will have all that it needs to begin the application process.

STEP 2 *Begin working on the application.*

RECEIVE HELP WITH SPECIFIC DETAILS.

VIEW THE ACCREDITATION ON DEMAND WEBCASTS.

These webcasts are free and available 24 hours daily from any computer. Visit any one of the IAC websites to log onto an On Demand webcast today:

- *Preparing Your Staff and Facility For Accreditation*
- *Do Your Protocols Meet The Minimum Requirements?*
- *QA/QC and Accreditation: Documenting Your Laboratory's Accuracy*
- *Are All of Your Final Reports Complete and Accurate?*
- *Case Studies: Documenting Your Proof of Quality*

CONTACT IAC STAFF FOR ASSISTANCE.

Email a staff member from the Contact section of the websites, or call the office at 800-838-2110.

STEP 3 *Submit your completed application.*

ALLOW SUFFICIENT TIME.

The IAC staff is here to provide assistance in helping you achieve accreditation for your laboratory and meet the deadline.

Each of the IAC accreditation processes function on a set of quarterly deadlines. Laboratories are encouraged to submit their applications early in order to be in compliance. Visit the Application Fees section of any one of the IAC websites or call the office at 800-838-2110 for more details on the quarterly application deadlines.

- ICAVL – first business day of March, June, September, and December
ICAEL – first business day of February, May, August, and November
ICANL – first business day of January, April, July, and October
ICAMRL – first business day of January, April, July, and October
ICACTL – first business day of March, June, September, and December

STEP 4 *Await the accreditation decision.*

RECEIVE A PEER-REVIEW.

Laboratories receive an accreditation decision from the IAC 16 - 20 weeks from the application deadline at which they submit. Following a thorough peer-review conducted by two independent reviewers, the Board of Directors renders one of the following decisions:

- *Granted...accreditation for three years*
- *Provisional Grant...accreditation for one year*
- *Delay*
- *Site Visit*