



香港醫務化驗學會品質保證計劃有限公司
Hong Kong Institute of Medical Laboratory Sciences
Quality Assurance Programme Ltd. (Founded 1990)

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Haematology and Serology Participants

6 August 2024

Dear Lab Manager

Replacement of Haematology and Serology Samples

Regarding the unsatisfactory sample of HS2411 and HS2412 delivered in February Survey (2024), two extra Haematology and Serology samples (HS2411 and HS2412) are dispatched with the August Survey (2024) samples. Please note that they are separately packed in plastic bag labelled as Haematology & Serology Replacement Sample (24).

We would like to seek your assistance in entering the results for these two replacement samples into the excel file and email the excel file with file name in the format of HS-XXXX (XXXX- is the assigned laboratory code) to info@hkimlsqap.org before 20 August 2024. Please note that the notification email together with the excel file for entering of results was sent out to your laboratory on 5 August 2024.

Please do not submit hard copy result for these two samples. Separate hardcopy report for HS2411 and HS2412 will be issued in September 2024.

Yours Sincerely

Albert LI
Chairman
HKIMLSQAP
2023-2024

HONG KONG INSTITUTE OF MEDICAL LABORATORY SCIENCES
QUALITY ASSURANCE PROGRAMME
Haematology and Serology

INSTRUCTIONS

1. In the package there are two **replacement samples** for complete blood count (CBC) HS2411 and HS 2412.
2. Upon receipt of the package, put the two samples immediately into a refrigerator at 2-8°C until analysis.
3. Consider the survey materials as potentially infectious and take standard biosafety measures when handling and disposing the materials.
4. Blood samples for CBC, when removed from the refrigerator, should be allowed to stand and equilibrate to 23±5°C for 15 minutes. Do not shake or mix cold blood samples on a mechanical mixer. Swirl tubes between hand palms to thoroughly re-suspend the blood samples and gently invert tubes 8 to 10 times immediately before analysis.
5. Process and test survey samples as patient specimens using currently practised analytical procedures in your laboratory.
6. Survey results should be entered into the **excel file** and email the excel file with file name in the format of HS-XXXX (XXXX is the assigned laboratory code) to info@hkinmlqap.org.
7. Do not forward any particulars of your laboratory except the assigned confidential Laboratory Code.
8. Return survey results in the excel file before the **due date 20 August 2024**
9. Hardcopy report will be issued in September 2024 and mailed to your laboratory.
10. For further enquiry, please contact HKIMLSQAP Ltd.
Phone: (852) 2499 0015 Fax: (852) 2124 2798 E-mail: info@hkimlsqap.org

CONFIDENTIALITY

HKIMLSQAP is committed to keep all details of participants confidential. Please refer to <http://www.hkimlsqap.org>