

The University of Iowa Dezii Translational Vision Research Group

TITLE: Qualification of New Equipment

SOP Number: D-GLO-EQV-001

Revision Number: 0

Effective Date: 08 Aug 2015

- 1.6 Where applicable equipment log books shall be prepared (see SOP D-GLO-PRO-006 Equipment and Room Use, Maintenance and Cleaning Log).
2. Each piece of equipment will be given a unique identifier, especially where multiple pieces of the same equipment are in use.
3. For most of the equipment employed in DTVR, the equipment has limited preventive maintenance requirements and the PM can be included in the operation or calibration SOP.
4. Where applicable (e.g., where more extensive PM requirements necessitate a separate SOP), prior to placing the equipment into service, an SOP for calibration and/or maintenance shall be written, approved, and any required calibration shall be completed. A calibration and maintenance schedule, form F-D-GLO-PRO-004, shall be provided to QA and entered into LabGuru under the equipment tab (see SOP D-GLO-PRO-010 DTVR Calibration and Preventive Maintenance Policy).
5. Training on the SOPs and equipment shall occur prior to using the equipment following SOP D-GLO-TR-002 Competency Based Training Program.

E. History

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08 Aug 2015	0	Original document