



Commissioner's Corner
November 2023
Dr. Taba Kheradmand – Region 11 Commissioner

QUESTION: Upon relocation of a laboratory, what methods need to be re-validated and submitted? Is there a special relocation application package or focused inspection needed?

ANSWER: Although it seems to be best practice to perform validation of methods upon laboratory's relocation, the ARB does not require validation of methods as part of the relocation package. It is however required to perform and document functional checks of instruments upon relocation, whether relocation occurs in the same building or a completely different location.

The ARB used to require a focused inspection when a lab relocated, but now we give labs the option to waive that focused inspection, if they submit the following documentation to their commissioner within 3 months of the move:

- Documentation that the new lab square footage is comparable or better than the old lab square footage
- Photographs of the new space can be provided
- A plan for handling of Protected Health Information (PHI) is provided
- A hazardous waste storage/disposal plan is provided
- A description of refrigerator/freezer alarm system is provided
- A plan for assessment of or documentation of relocated equipment function at the new location

- The new Floor Plan demonstrates:
 - ✓ Adequacy of space
 - ✓ The location of safety equipment
 - ✓ Fire exit routes
 - ✓ The location of wet lab areas
 - ✓ Office space/paperwork areas
 - ✓ Placement of equipment
 - ✓ Traffic Flow
 - ✓ The location of pre-amp and post-amp areas
 - ✓ Room temperature charts