

PLAYER 1 

HIGHSCORE 2500

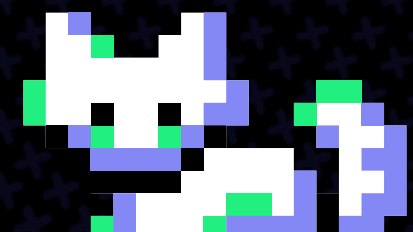
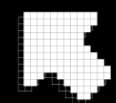
 PLAYER 2

QUALITY ASSURANCE GUARDIANS: CORRECTIVE ACTION METHODS

START

MENU

SIGN IN



LILIAN TURCIOS-METHO
PQAO 2024

MENU

🗡️ 01

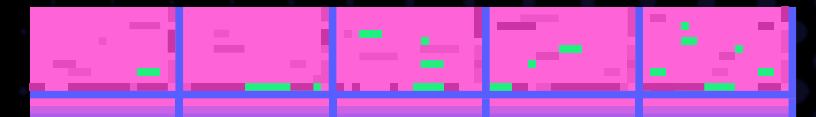
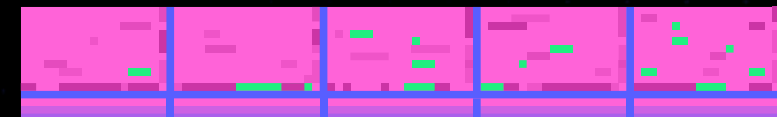
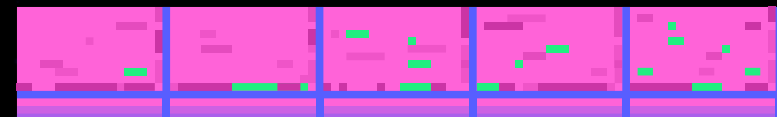
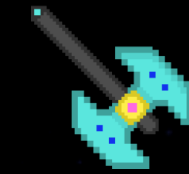
💎 07

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AGENDA

◆ ObjectIVES



UNDERSTAND
IMPORTANCE OF
CARS/CAPS/DAPITS
& DOCUMENTATION

COMPARE &
CONTRAST AGENCY
PRACTICES

IMPLEMENTING
CORRECTIVE ACTION
STRATEGIES

THE FUTURE OF QA
AND CORRECTIVE
ACTION METHODS

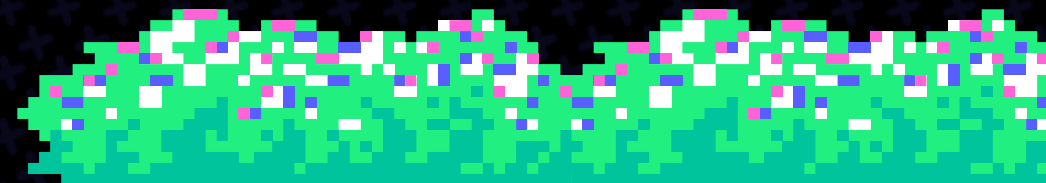
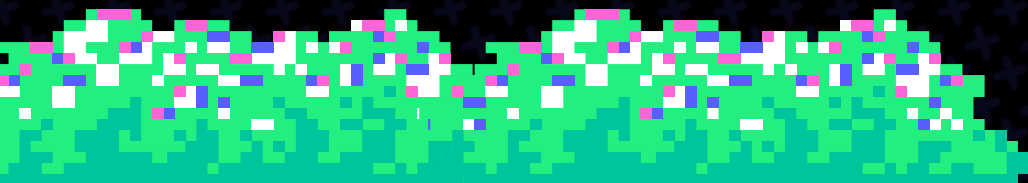
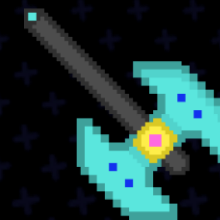
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[Back to Agenda Page](#)



I INTRODUCTION





Brainstorm better!

What comes to mind when we think about corrective actions?

Why do we have corrective action processes?

How can I use the corrective action process?

What process would work best for my agency?





CORRECTIVE ACTIONS IN QUALITY MANAGEMENT

BACKGROUND

➦ CORRECTIVE ACTION METHODS ARE A PART OF THE QA/QC FRAMEWORK, STEMMING FROM THE FUNDAMENTAL PRINCIPLES OF QUALITY MANAGEMENT SYSTEMS OUTLINED IN STANDARDS LIKE THE ISO 9001. CARB CORRECTIVE ACTION NOTIFICATION (CAN) PROCESS WAS ESTABLISHED DUE TO A U.S. EPA TSA FINDING IN 2011.

OBJECTIVE

➦ PROMOTE ACCOUNTABILITY, FACILITATE CONTINUOUS IMPROVEMENT, AND ENSURE THE ACCURACY AND RELIABILITY OF MONITORING DATA.

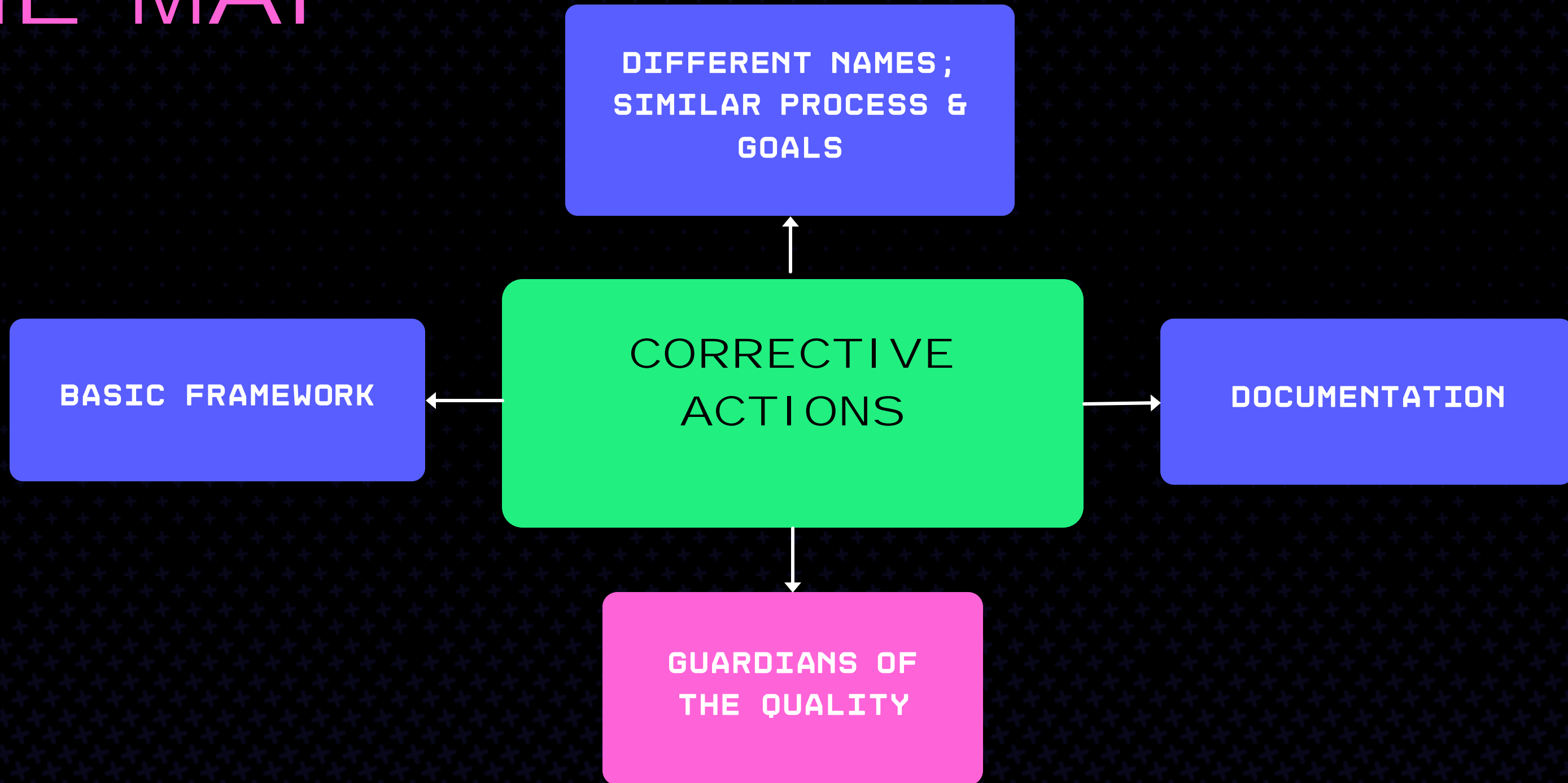


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PLAYER 2

GAME MAP

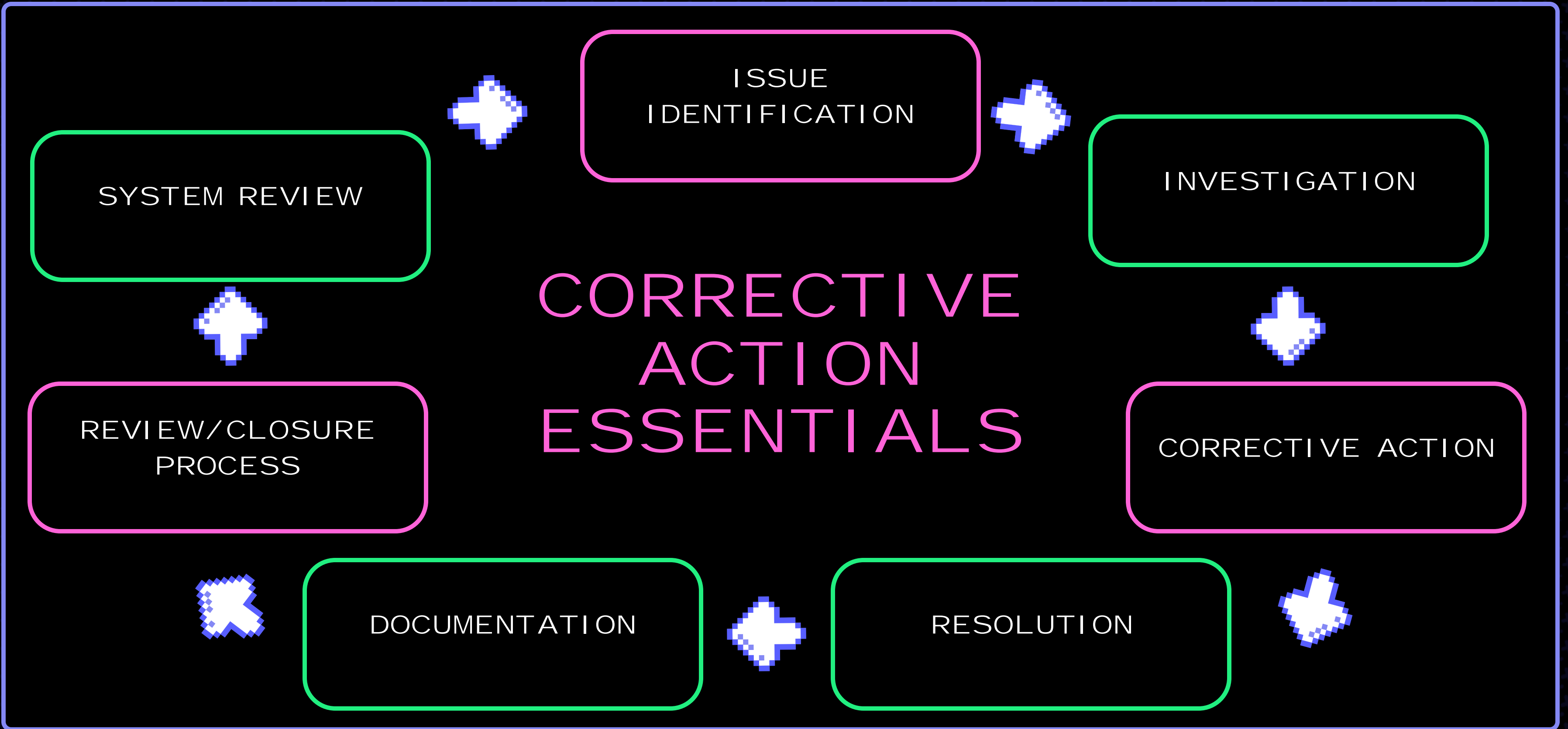







HIGHSCORE 2500

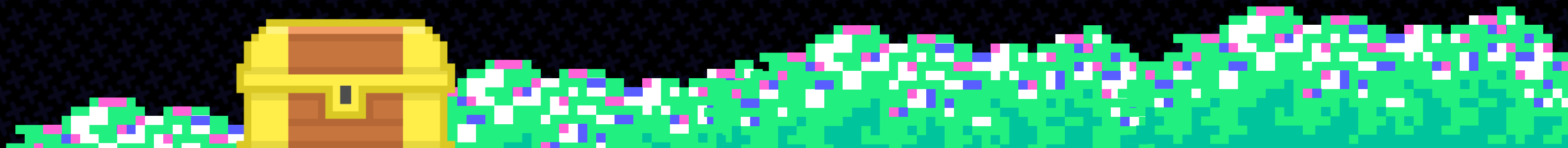


PLAYER 2



PLAYERS

	 CARB CAN/AQDA	 SCAQMD CAR/QAA	 BAAQMD DAPIT
General Overview	Identify and correct Issues to avoid reoccurrence (e.g. monitoring malfunctions or sitting, incomplete chain of custody forms), can be issued by anyone	CARs used for audit findings, safety, data quality, unresolved work orders QAAs used for findings, concerns, and observations to QA Branch (Information Only, Work in Progress, QA Branch Action Request)	Identify and address concerns observed within the division, propose innovation, general improvements, and data quality impacts
Data Impacts	When operational issues <i>may</i> impact data observed	CARs address impacts to data quality or completeness	Same form: Requires additional documentation to support data invalidation
Other Information	AQDAs issued by auditors when critical criteria is not met and data <i>is</i> in question	CARs & QAAs are submitted <i>after</i> communication between affected group, supervisor, & QA Branch staff	Used within sections and within division; initiated by individual who identified issue



PLAYERS



CARB CAN/AQDA

GENERAL OVERVIEW

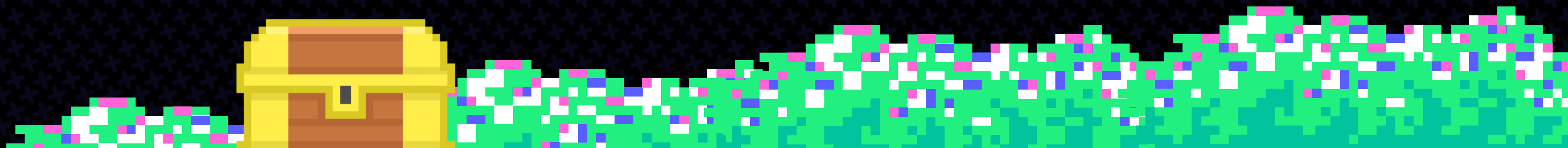
Identify and correct Issues to avoid reoccurrence (e.g. monitoring malfunctions or sitting, incomplete chain of custody forms), can be issued by anyone

DATA IMPACTS

When operational issues *may* impact data observed

OTHER INFORMATION

AQDAs issued by auditors when critical criteria is not met and data is in question



PLAYERS



SCAQMD CAR/QAA

GENERAL OVERVIEW

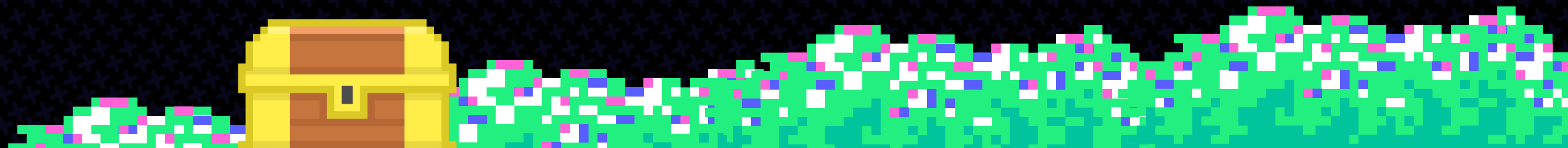
CARs used for audit findings, safety, data quality, unresolved work orders
QAAs used for findings, concerns, and observations to QA Branch
(Information Only, Work in Progress, QA Branch Action Request)

DATA IMPACTS

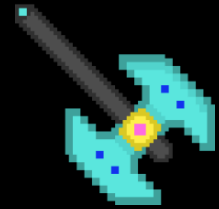
CARs address impacts to data quality or completeness

OTHER INFORMATION

CARs & QAAs are submitted after communication between affected group, supervisor, & QA Branch staff



PLAYERS



BAAQMD DAPIT

GENERAL OVERVIEW

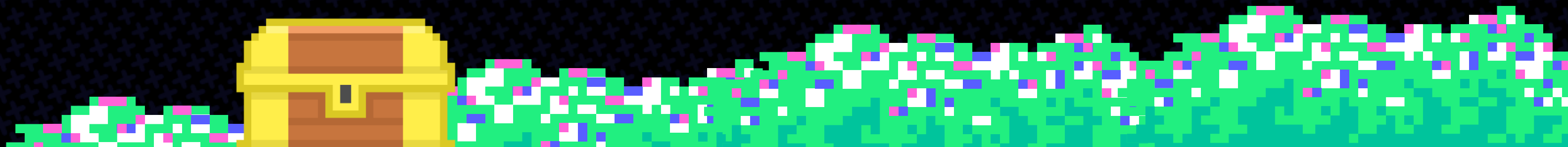
Identify and address concerns observed within the division, propose innovation, general improvements, and data quality impacts.

DATA IMPACTS

Same form: Requires additional documentation to support data invalidation

OTHER INFORMATION

Used within sections and within division; initiated by individual who identified issue



BAAQMD



WELCOME PQA0 PARTICIPANT!
YOU'VE UNLOCKED THE DATA
PROCESS AND IMPROVEMENT
TOOL!



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

Meteorology & Measurements Division Data and Process Improvement Tool

Refer to ADMIN SOP 003 for instruction on the use and routing of this form.

BACKGROUND		<i>Enter DaPIT number in tracking spreadsheet at time of initiation</i>
Initiated by:	Date of DaPIT initiation: <small>Enter a date.</small>	DaPIT#:
Date(s) of occurrence:	Time (if applicable):	
Procedure, Regulation, or Guidance:		
Description/Observations		
DISCUSSION		
Name(s):		
Effect on Data Validity		<input type="checkbox"/> No effect on data validity
Proposed Resolution		
Root Cause/Suspected Root Cause		
Proposed Action to Avoid Reoccurrence		
Estimated resolution and action completion date:		
Attachments: <input type="checkbox"/> List of samples, measurements, or data affected		<input type="checkbox"/> Supporting documentation
CLOSURE		<i>To be filled out by QAO or Management. Log closure in tracking spreadsheet and save pdf of completed form.</i>
Additional discussion		<input type="checkbox"/> No additional discussion
Approved resolution and action		<input type="checkbox"/> Resolution approved as proposed <input type="checkbox"/> Action approved as proposed
Approved by, Date	Approved by, Date <i>(if second approval required)</i>	



Meteorology & Measurements Division
Data and Process Improvement Tool

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Procedure, Regulation, or Guidance:		
Description/Observations		

DISCUSSION	
Name(s):	
Effect on Data Validity	<input type="checkbox"/> No effect on data validity
Proposed Resolution	
Root Cause/Suspected Root Cause	
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Attachments: <input type="checkbox"/> List of samples, measurements, or data affected <input type="checkbox"/> Supporting documentation	

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Additional discussion	<input type="checkbox"/> No additional discussion
Approved resolution and action	<input type="checkbox"/> Resolution approved as proposed <input type="checkbox"/> Action approved as proposed
Approved by, Date	Approved by, Date <i>(if second approval required)</i>

MENU

🗡️ 01

💎 07

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THE FUTURE OF TRACKING & DOCUMENTATION

- POWER APPS/POWER BI/EXCEL FOR DATA ANALYSIS
- VERSION CONTROL
- SHAREPOINT FOR CENTRALIZED REPOSITORY AND WORKFLOW INTEGRATIONS
- USE OF MS PLANNER AND LISTS



AI

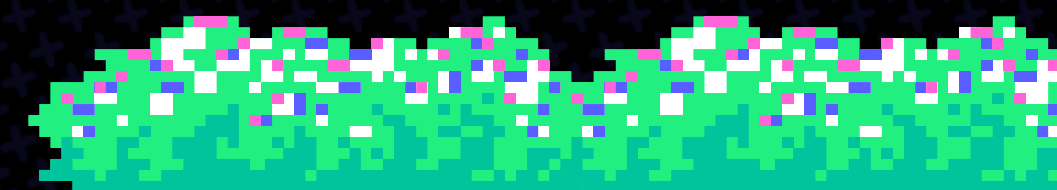
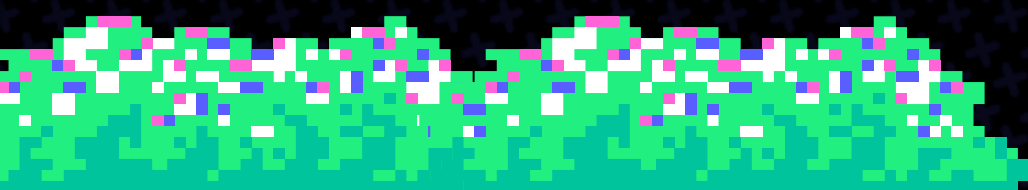
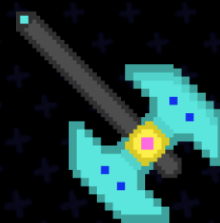
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[Back to Agenda Page](#)



GUARDIANS OF THE QUALITY



MENU

THANK YOU!

LILIAN TURCIOS-METHO
BAY AREA AIR QUALITY MANAGEMENT
DISTRICT
LTURCIOS-METHO@BAAQMD.GOV

