Table of Contents

Preface	ii
CHAPTER 1. Introduction to Quality Assurance	1
CHAPTER 2. Precision, Bias, and Accuracy	
Axioms	
Corollaries	
Sources of Error	
Errors of Rounding	
Influence of Uncertainty on Decision	10
CHAPTER 3. Statistical Control	13
CHAPTER 4. Statistical Techniques	15
Basic Requirements	15
Distributions	17
Statistics of Measurements	18
Estimation of Standard Deviation	20
Estimation of Standard Deviation from Replicate	
Measurements	21
Estimation of Standard Deviation from Duplicate	
Measurements	22
Estimation of Standard Deviation from the Range	23
Pooling Estimates of Standard Deviations	
The Analysis of Variance	
Do Two Estimates of Precision Differ?	
What are the Confidence Limits for an Estimate of a	
Standard Deviation?	26
Confidence Interval for a Mean	

Does a Measured Value Differ from an Expected	
Value?	28
Do the Means of Two Measured Values Disagree	
Significantly?	
Statistical Tolerance Intervals	
Pooling Means to Obtain a Grand Average	32
Outliers	
Rejection for an Assignable Cause	34
Rule of the Huge Error	34
Statistical Tests	
Dixon Test for Outlying Observations	35
Grubbs Test for Outlying Observations	36
Youden Test for Outlying Laboratories	37
Cochran Test for Extreme Values of Variance	38
Statistics of Control Charts	38
Control Limits	38
Central Line Considerations	38
Agreement With Established Value	38
Has the Central Line Changed?	39
Use of Random Number Tables	39
CHAPTER 5. Chemical Analysis as a System Systematic Approach to Analysis Effective Problem Solving	41
CHAPTER 6. The Model Importance of a Model Development of a Model Data Quality Objectives	45 46
CHAPTER 7. Planning	49
General Aspects of Planning	
Development of an Experimental Plan	
Content of a Measurement Plan	
	•
CHAPTER 8. Principles of Sampling	55
Initial Considerations	
Sampling Plan	
Peer Review	
Training	
Sample Management	
Problem of Subsampling	
Critical Matters Related to Samples	
Quality Assurance of Sampling	
family accommon or positive and accommon to the contract of th	~~

Sample Uncertainties	
Stratification	
Holding Time	63
Statistical Considerations in Sampling	64
Measurement Situations	64
Statistical Sampling Plan	65
Basic Assumptions	66
Guidance in Sampling	66
Cost Considerations	68
Minimum Size of Increments in a Well-Mixed	
Sample	68
Size of Sample in Segregated Materials	69
Acceptance Testing	70
Matrix-Related Sampling Problems	72
Sampling Gases	
Sampling Liquids	
Sampling Solids	
Sampling Multiphases	
CHAPTER 9. Principles of Measurement	75
Terminology	
Measurement is a Comparison Process	
Principles of Chemical Measurement	
Figures of Merit	
Precision	
Sensitivity	
Limit of Detection and Limit of Quantitation	
Short-term and Long-term Standard Deviation	
Bias	
Selectivity	
Other Considerations	
Importance of an SOP	
Ruggedness Testing	
Standardization of Methods	
Selection of Appropriate Methodology	
Guidelines for Selecting Instrumentation	
Internal vs External Services	
mediai vs External Gervices	,
CHAPTED 10 Deinsinks of Calibration	0.5
CHAPTER 10. Principles of Calibration	
What Needs to be Calibrated	
Requirements for Calibration	
Frequency of Calibration	
Mode of Calibration	
Linear Relationships	. 98

Tests for Linearity	
Calibration Uncertainties	103
Intercalibration	106
Additional Remarks	106
CHAPTER 11. Principles of Quality Assurance	107
CHAPTER 12. Principles of Quality Control	111
Competence	111
Suitable Facilities and Equipment	112
Good Laboratory and Good Measurement Practices	112
Standard Operations Procedures	113
Distinction Between GLPs, GMPs, and SOPs	114
Protocols for Specific Purposes	115
Contents of a PSP	116
Other Quality Control Techniques	
Inspection	
Documentation	
Training	120
The Quality Control System	
CHAPTER 13. Blank Correction	
Sources of Blanks	
Control of Blanks	
Evaluation of Blanks	
Statistical Treatment of the Blank	
Significance	126
CHAPTER 14. Control Charts	120
Format	
Control Limits	
Evaluating Control Limits	
Control Samples	
Frequency of Control Measurements	
Identification of Population	
Strategy of Use	
Assignment of Uncertainty	
Range Control Charts	
Approach	
Use of Range Control Charts	
_	
Subspan Range Control Charts	
Range Ratio Control Charts	
-	143
SUBBLIED SUBBLICATIONS	

Critical Collateral Measurement Control Charts	
Recovery Control Charts	145
Other Useful Control Charts	
Additional Remarks	
Blinds vs Double Blinds	146
CHAPTER 15. Principles of Quality Assessment	147
Internal Techniques	
External Techniques	
Qualitative Identification	
Other Techniques	
CHAPTER 16. Evaluation Samples	153
Prime Requirements	
Types of Evaluation Samples	
Liquid Samples	
Solid Samples	
Gas Samples	
Stability of Mixtures	
Subsampling	
Integrity of Evaluation Samples	
CHAPTER 17. Reference Materials	159
Role of Reference Materials	
Uses of Reference Materials	
Certification of Reference Materials	
CHAPTER 18. Traceability	165
Chemical Traceability	
Standards Prepared by the Analyst	
Standards Prepared by Others	
Physical Standards	
Reference Materials Produced by NBS	
Reference Materials Produced by Others	
Traceability of Analytical Results	
Concept of the National Measurement System	169
CHAPTER 19. Quality Audits	173
Internal Audits	
Internal Systems Audits	
Internal Performance Audits	
Mechanism	
Corrective Actions	
External Audite	175

Independent Audits	. 175
Forms	. 176
Personal Quality Assurance Profile	. 177
Laboratory Quality Assurance Profile	. 179
Quality Assurance Survey	. 181
Quality Assurance Practices Check List	. 182
Quality Assurance Training Profile	. 185
()	
CHAPTER 20. Quality Circles	. 187
Organization	187
Objectives	187
Operation	188
Reporting	180
Ad-	101
Agenda	. 171
CHAPTER 21. Validation	
Validation of Samples	. 193
Validation of Methodology	. 193
Validation of Data	. 195
CHAPTER 22. Reporting Analytical Data	. 197
Minimum Requirements	. 197
Data Limitations	
Numerical Values	
Limits of Uncertainty for Data	
Significant Figures	. 200
Guidelines for Reporting Results of Measurements	202
Guidelines for Combining Data Sets	203
Arbitrary Reporting Procedures	
Reporting Low-Level Data	
Report Format	
roport i ormat	. 200
CHADTED 22 An Improved Approach to Derformance	
CHAPTER 23. An Improved Approach to Performance Testing	200
Premises	
Advance Estimation of Precision	
Performance Testing Plan	
Diagnosis	
Feedback	
Consensus Values	
Statistical Treatment of Data	. 213
CHAPTER 24. Correction of Errors and/or Improving	
Accompany	215

Iden	tification of Problems	215
Imp	rovement of Performance	217
Edit	ing Data	221
CHAP	TER 25. Laboratory Evaluation	225
Gene	eric Guidelines for Evaluation	225
Accr	reditation	226
Self-	Evaluation	228
CHAP	TER 26. The Quality Assurance Program	231
	roaches to Quality Assurance	
Qual	lity Assurance Policy	234
Plan	ning for Quality Assurance	234
Deve	elopment of a QA Program	236
Qual	lity Assurance Manual	238
Fede	erally Mandated Quality Assurance Programs	239
Pι	ublic Health Service	239
Fo	ood & Drug Administration	241
Er	nvironmental Protection Agency	242
Non	federally Mandated Quality Assurance Programs	243
Qual	lity Assurance for Measurement Programs	244
Rela	ting Personnel to Quality Assurance	244
Appen	dix A. Terminology Used in Quality Assurance	245
Appen	dix B. Quality Assurance Program Documentation	255
B.1	Example Quality Assurance Program Document	255
B.2	Outline for Use in Preparing an SOP for a	
	Measurement Method	262
B.3	Outline for Use in Preparing an SOP for	
	Calibration	263
B.4	Outline for Use in Preparing a GLP or GMP	263
Appen	dix C. Statistical Tables	265
	Use of Range to Estimate Standard Deviation	
C.2	Z-Factors for Two-Sided Confidence Intervals	
	for the Normal Distribution	266
C.3	Student t Distribution	
C.4	Factors for Computing Two-Sided Confidence	
V. '	Intervals for ξ	268
C.5	Factors for Computing Two-Sided Confidence	
0.5	Intervals for a Normal Distribution	269
C.6	Critical Values for the F Test	
C.7	Values for Use in the Dixon Test for Outliers	
U.1	values for Ose in the Diagn rest for Outhers	4/0

C.8	Values for Use in the Grubbs Test for Outliers	271
C.9	Values for Use in the Youden Test for Outliers	272
C.10	Values for Use in the Cochran Test for Extreme	
	Variance	273
C.11	Short Table of Random Numbers	274
Append	lix D. Study Aids	277
D.1	Seventy-Five Terms Commonly Used in	
	Discussing Quality Assurance	278
D.2	Seventy-Five Topics Related to Quality	
	Assurance	279
D.3	Quality Assurance Problems	282
D.4	Subject-Problem Identification Template	288
Append	dix E. Annotated Bibliography of Selected	
	ications on Quality Assurance of	
Meas	surements	289
Index		225