

Conducting Successful Quality Audits

Best Practices for Managing Inspection Situations

DIRECTED BY

Danielle DeLucy — MS, Independent Consultant to Biologics & Pharmaceutical Industries Quality Assurance Specialist



ACCREDITED
COURSE

Course Topics Include:

- Importance of Quality Audits
- How to Create a Robust Audit Program

about the course

The purpose of a regulatory inspection is to ensure that your facility is in compliance with FDA rules and regulations. Investigators want to know that product was manufactured appropriately and that the current Good Manufacturing Practices are up to FDA standard. An inspection can be very intimidating to all involved, but it is vital if you want an inspection that results in a satisfactory report.

Many organizations conduct supplier audits because they are required to do so by their customers or a regulatory agency. Others conduct the audits because they have been led to believe that it's a good tool for comparing various suppliers against an arbitrary list of criteria. While all of these reasons have varying degrees of validity, none of them articulate the best reason for having a robust supplier audit program. A good supplier audit program should allow an organization to assess and periodically re-affirm the ability of key suppliers to provide conforming product consistently, reliably and on-time. It should be one of the most important initiatives toward fulfilling the goal of having a sustainable supply chain.

In this 90-minute accredited training, you will learn the importance of having a good supplier audit program and how to develop one that is robust.

This training is one part of the 10-course series required for the Cobblestone FDA Inspection Readiness Certification Program. Attend this as a step in the certification process or as a stand-alone course for personal career advancement and training.

who should attend

This course will be valuable to all individuals working within or managing a manufacturing program that supports either the R&D development of a new drug product or the manufacture of commercial drug product released to the market and would be beneficial to professionals in:

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| • Quality Control | • Quality Assurance |
| • Contract Manufacturers | • Manufacturing and Filling Operations |
| • Technical Operations | • Research & Development |
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Regulatory affairs personnel as well as individuals who are responsible for the review or audit of such inspections and reports would likewise find this course very worthwhile.

learning objectives

Upon completion of this course, you will be able to:

- Describe who, when, what and why to audit your suppliers
- Explain how to conduct the audit
- Prepare a pre-audit questionnaire
- List the areas to be audited and how to properly use check lists
- Conduct effective close out meetings
- Compare the advantages and disadvantages of using numerical audit scores
- Issue observation reports and recommendations to your management and to your potential suppliers

course outline

Review of Learning Objectives

Module 1: Suppliers / Vendors – General Information

- What defines a vendor
- Overview of what an audit will entail

Module 2: Audit Logistics

- Audit Team selection
- Audit tools

Module 3: Audit Plan

- What to Audit
- How to Audit
- Close out and follow up

Assessment Opportunity

course instructor

Danielle DeLucy, MS, is currently an Independent Consultant to the Biologics and Pharmaceutical Industries specializing in the areas of Quality Assurance and Quality Systems. Prior to this role, Danielle has been in the industry for 20 years serving in numerous Quality Management Roles, such as the Director of Product Quality, the oversight of Sterility Assurance practices and provided QA oversight of numerous filling and packaging operations. Danielle began her QA career as a Quality Control Pharmaceutical Microbiologist at a contract laboratory where she performed various tests for their clients. In the years after, she has held positions in the Quality management arena while increasing her responsibility. She has helped to lead many Regulatory Health Inspections and was instrumental in the coaching process of her peers prior to any inspection. Currently, Danielle assists companies who are faced with warning letters and consent decrees establish more robust quality systems so that the company can succeed.

Accreditations



International Accreditors for Continuing Education and Training (IACET)

Cobblestone has been approved as a CEU Accreditor by IACET and awards CEUs for participation in qualified courses. Cobblestone has demonstrated that it complies with the ANSI/IACET Standards and is authorized to offer IACET CEUs for its programs. CEUs will be awarded for participation in Cobblestone's courses at the rate of .1 CEU per contact hour upon successful completion of the entire course and 70% accuracy in the required Learners' Assessment. A minimum score of 80% is required for all courses within a Cobblestone Certification Program. This course offers a total of 1.5 contact hours, or .2 CEUs. For further information, visit www.iacet.org



Regulatory Affairs Professional Society (RAPS)

Cobblestone is committed to enhancing the ongoing professional development of regulatory affairs professionals and other stakeholders through appropriate regulatory affairs learning activities and programs. Cobblestone has agreed to follow RAPS- established operational and educational criteria. This course may be eligible for up to 12 credits towards a participant's RAC recertification upon full completion. The requirements and standards for recertification are developed and administered by the Regulatory Affairs Certification Board (RACB), which manages all areas of the RAC program. Additional information about RAC is available on the RAPS website at RAPS.org/rac.