

CQR: Maintenance of Quality Records

Quality records Quality records contain records related to the following:

- [8.4.1](#) • proficiency and competency tests
 - [8.4.2](#) • quality audits
 - [8.7.3.a](#) • corrective and preventive actions
 - [8.7.3.b](#) • testimony monitoring
 - management reviews
 - evaluation of vendors of critical supplies
 - manual version authorizations
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Quality record storage All quality records are secured and held in confidence by the Quality Manager or designee.

[8.4.1](#)
[8.4.2](#)

LIMS data The Sacramento County District Attorney Bureau of Information Technology is responsible for the

- [8.4.1](#)
 - [8.4.2](#) • protection and backup for quality records stored electronically
 - prevention of unauthorized access to or amendment of quality records
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Retention of quality records Quality records will be retained for at least one accreditation cycle.

[8.4.1](#) Quality test reports will be retained indefinitely. Case records associated with
[8.4.2](#) quality tests will be retained for at least one accreditation cycle.
