

DEQ Guidance on PT testing:

The laboratory's proficiency testing (PT) must be handled, managed, analyzed and reported in the same manner as actual environmental samples utilizing the same staff and methods as used for routine analysis, procedures, equipment, facility and frequency of analysis. Oklahoma Laboratory Accreditation Rules OAC 252:301, Field Accreditation Rules OAC 252:302, TNI Accreditation Rules OAC 252:307, and DMRQA samples must be treated as routine environmental samples.

What does it mean to analyze PT samples as routine environmental samples?

Laboratories must have documentation showing how the laboratory handled the PT samples. Accreditation staff will review these records for compliance to the rules. The following items should be utilized to meet PT testing requirements.

- a) The Laboratory must log in the PT samples as routine samples and track them through the laboratory system in the same manner as routine samples;
- b) Make sure the analyst prepares PT samples according to the PT provider's instructions and then are subsequently handled as a routine sample.
- c) The laboratory must analyze the PT samples under the same analytical conditions and instrument calibrations as routine samples.
- d) The type, composition, concentration, and frequency of quality control samples analyzed with the PT samples are to be the same as with routine samples.
- e) PT samples are not to be analyzed multiple times.
- f) The laboratory must have procedures in place for the analysis of environmental and PT samples when the concentration range of the samples is outside of its normal range of measurement.
- g) The laboratory must perform corrective action for any unacceptable evaluation received from the PT provider for any method or analyte and the corrective action must be report to the DEQ within 30 days of receipt of results.
- h) When a laboratory fails a PT, the laboratory must request a supplemental PT sample from the PT provider and inform them and DEQ that the sample is being used for corrective action purposes. The PT provider shall provide a sample to test for that failed analyte(s).
- i) A laboratory is not allowed to purchase QC standards that are specifically designed for a given PT sample.
- j) The laboratory is allowed to analyze the same PT sample using different technologies and/or multiple test methods for any analytical test method per technology per analyte. If an unacceptable score for either test method is reported the results for both methods and technologies will be scored as unacceptable.
- k) PTs must be reported as routine environmental samples. The laboratory must also follow the proficiency testing provider's instruction for reporting the data. DEQ requires the laboratory to report method and analyte with the correct TNI method codes associated with the requested scope of accreditation. These codes may be found on the application for scope of accreditation. The data must be received in from the proficiency testing provider in the electronic format required by the DEQ accreditation program.
- l) Regularly scheduled proficiency testing samples must be taken approximately six months apart in each calendar year. Approximately six months is defined as being at least five (5) months apart and not longer than seven (7) months apart. When no proficiency testing samples are received on the last day of the seventh month the proficiency testing round sample is considered failed.
- m) Initial application must have two acceptable proficiency testing samples taken within the past 6 calendar months and at least 15 calendar days apart from each other.