

P15 - Maximizing quality control review of regulatory documents

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INTRODUCTION

Quality control (QC) is often the "last line of defence" in regulatory documents prior to submission. The expectation is that all errors will be identified and corrected during this review, often saving from costly rework. However, this step is often rushed or overlooked due to compressed timelines and other confounding factors. So how does one ensure a quality review?

METHODS

N/A

RESULTS

Our process starts with educating the writer, focuses on communication throughout, and ends with closing the loop with any feedback to the QC reviewer and/or document owner. This submission will discuss maximising quality control output through process and best practices for industry.

CONCLUSIONS

QC in regulatory documentation is crucial. Follow these steps to improve your team outputs.