

# American College of Histocompatibility and Immunogenetics

## Histocompatibility Laboratory Director Exam

Domain 1: Administration and Management	
<b>1.A</b>	<b>Quality Assurance</b>
1.A.1	Determine if technical staff have received training and continuing education
1.A.2	Select external laboratory proficiency testing programs or develop alternatives
1.A.3	Develop quality assurance programs
1.A.4	Monitor quality assurance program
1.A.5	Investigate and resolve nonconforming events
1.A.6	Evaluate competency of laboratories used for referral testing
1.A.7	Monitor test utilization
1.A.8	Review test results for accuracy and completeness
1.A.9	Review safety requirement procedures followed when hazardous conditions occur (e.g., biological, chemical, fire, disaster)
<b>1.B</b>	<b>Fiscal Management</b>
1.B.1	Allocate staff and resources
1.B.2	Justify new and existing staff positions and compensation
1.B.3	Consult with administrative personnel on laboratory procedures (e.g., accounting, billing, purchasing)
1.B.4	Develop and monitor laboratory budget
1.B.5	Develop laboratory cost containment measure
1.B.6	Evaluate testing procedures considering cost/benefit criteria
1.B.7	Negotiate for laboratory equipment and facilities
1.B.8	Negotiate resources for laboratory programs
1.B.9	Develop fee structure for services (clinical, research)
<b>1.C</b>	<b>Personnel Management</b>
1.C.1	Direct/Advise personnel corrective action
1.C.2	Develop standards of performance for laboratory personnel
1.C.3	Develop job descriptions
1.C.4	Develop and monitor productivity indicators
1.C.5	Direct staff compliance with all federal, state, and local safety laws and regulations
1.C.6	Evaluate technical competency of laboratory personnel
1.C.7	Prevent unauthorized deviations from established laboratory procedures
<b>1.D</b>	<b>Laboratory Operations</b>
1.D.1	Delegate tasks appropriately
1.D.2	Determine if established protocols are being followed
1.D.3	Authorize deviations from established procedures, processes, and protocols when clinically indicated
1.D.4	Develop protocols for pre-analytical, analytical, and post-analytical
1.D.5	Develop and maintain policy/protocol manuals
1.D.6	Direct laboratory compliance with regulatory agencies
1.D.7	Evaluate personnel and space requirements for reliable test performance
1.D.8	Direct implementation of institutional policy and programs
1.D.9	Maintain knowledge of professional liability and risk management issues
1.D.10	Investigate and resolve client complaints

1.D.11	Supervise the reporting of all laboratory results
1.D.12	Ensure laboratory compliance with laws regarding protected health information
<b>Domain 2: Clinical Functions</b>	
<b>2.A Interpretation of Results</b>	
2.A.1	Analyze immunologic risk factors for transplantation
2.A.2	Interpret and evaluate test results according to the clinical application
2.A.3	Interpret individual test results for correlation with clinical outcome
2.A.4	Define appropriate resolution of HLA typing for clinical application
2.A.5	Provide interpretive notes for laboratory test reports
2.A.6	Ensure final report complies with regulations and standards
<b>2.B Develop test menu and provide consultation</b>	
2.B.1	Provide consultation to clinical teams
2.B.2	Provide consultation to technical teams
2.B.3	Development of clinical testing protocols
<b>2.C Correlative Functions for Histocompatibility</b>	
2.C.1	Evaluate donor and recipient histocompatibility
2.C.2	Evaluate prior sensitization of transplant recipient for clinical relevance and the potential for rejection or graft failure
2.C.3	Evaluate clinical significance of pre-existing and de novo auto- and allo-antibodies
2.C.4	Evaluate impact of patient disease status, therapy, and immune status on laboratory test results
2.C.5	Correlate histocompatibility data with other laboratory tests, and clinical and pathologic findings (e.g., cytogenetics, hematology, histology of biopsies)
2.C.6	Evaluate impact of HLA testing for non-transplant purposes
<b>Domain 3: Technology Development and Implementation</b>	
<b>3.A Development of Tests</b>	
3.A.1	Evaluate new laboratory tests for clinical utility
3.A.2	Evaluate different methods for test performance
<b>3.B Verification of Tests</b>	
3.B.1	Develop test validation and verification plans
3.B.2	Develop quality control procedures
<b>3.C Implementation of Tests</b>	
3.C.1	Develop, approve, and maintain all technical procedures
3.C.2	Monitor established ranges for reagents, controls, and results
3.C.3	Monitor data for test clinical utility
<b>Domain 4: Scientific Principles</b>	
<b>4.A Knowledge of Histocompatibility and Immunogenetics</b>	
4.A.1	Knowledge of immunology
4.A.2	Knowledge of genetics
4.A.3	Knowledge of molecular diagnostics
4.A.4	Knowledge of histocompatibility
<b>4.B Clinical Ramifications</b>	
4.B.1	Analyze histocompatibility and immunogenetics testing in the context of solid organ transplant, stem cell transplant, disease association, platelet transfusion support, antibody amelioration, TRALI, and pharmacogenomics