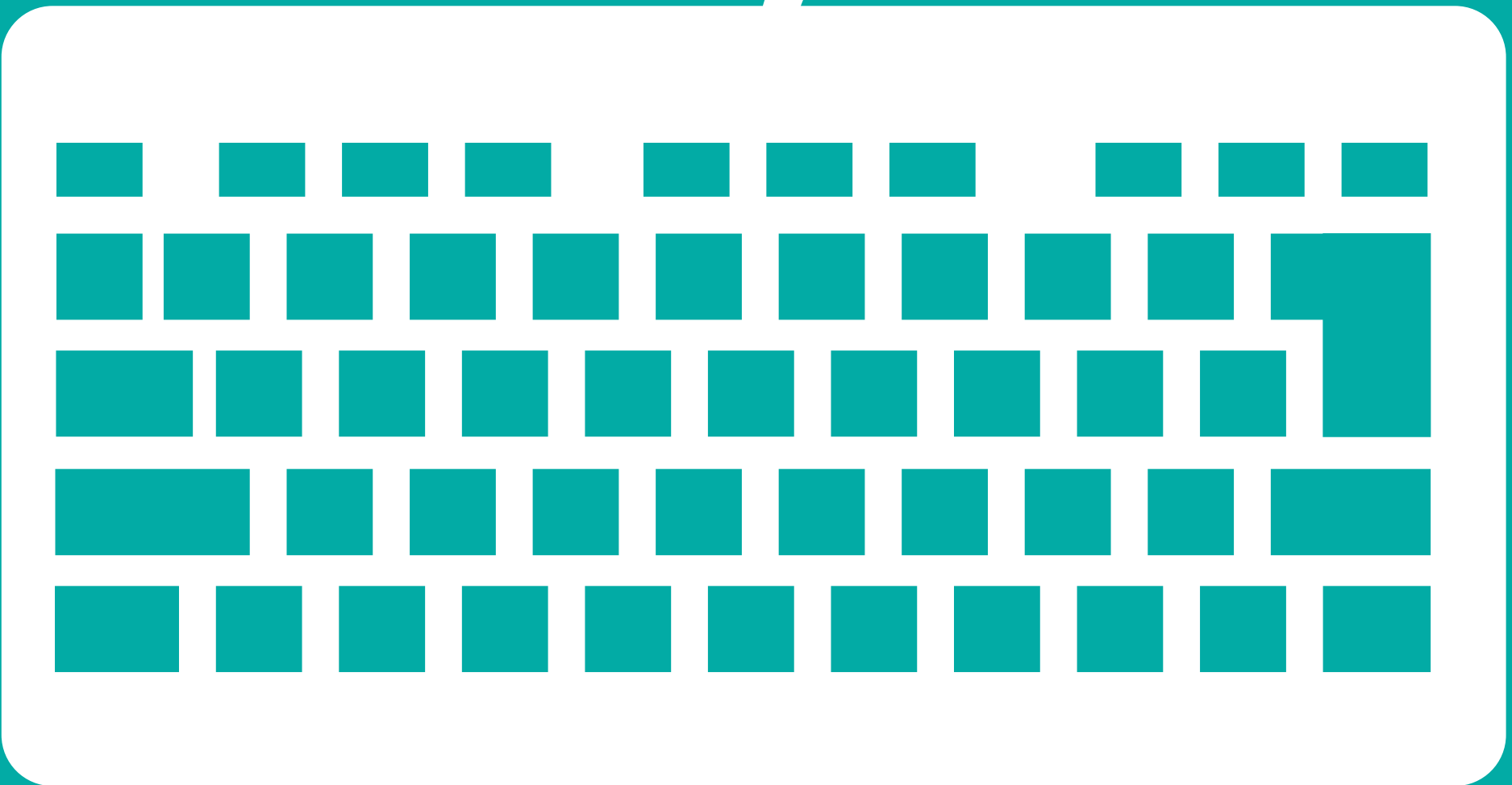


5 things to consider when implementing an Electronic Quality Management System (QMS).

Q_M_S

By Stacy Kambouris



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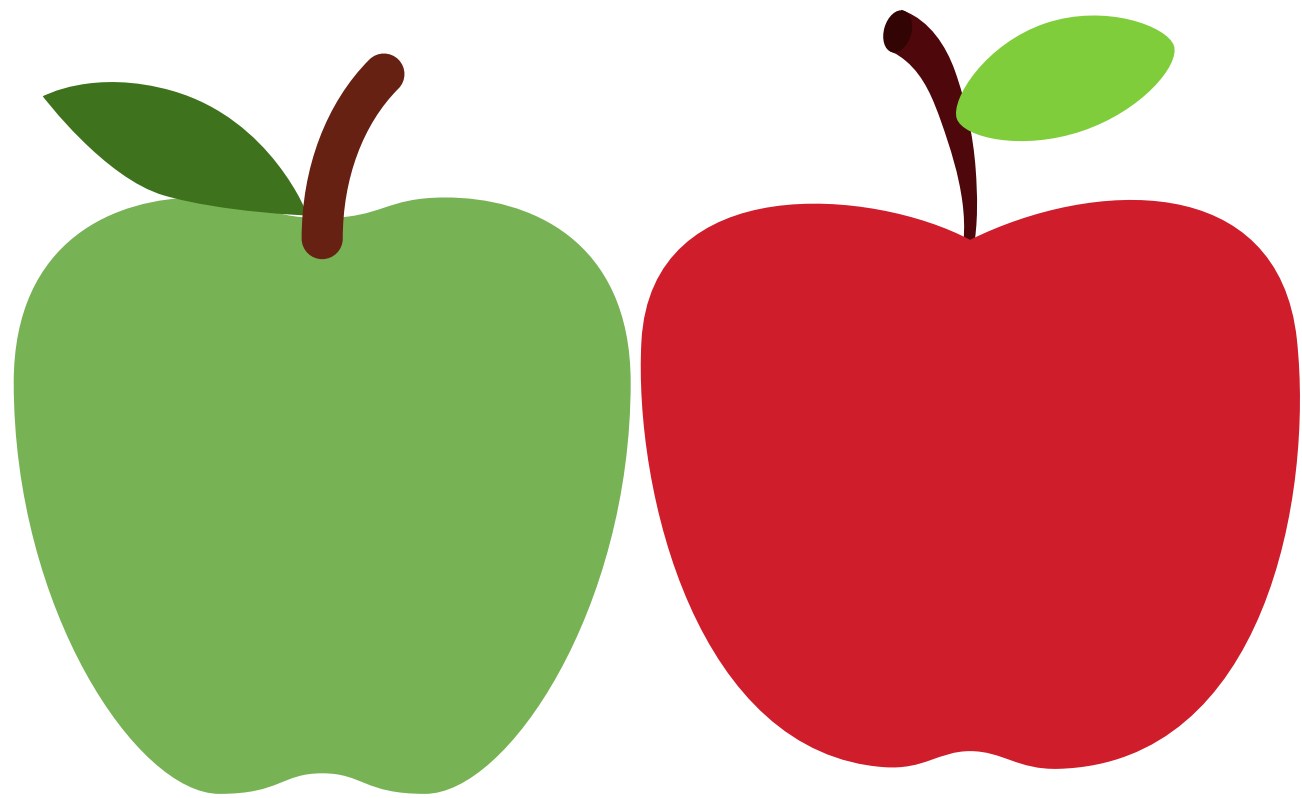
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Choosing the right QMS will play a key function on how the organisation will adapt and utilise the program.

An Electronic Quality Management System provides an avenue for efficiency for the organisation.

When meeting any sets of standards, the use of a specific Quality Management System will encourage efficient reporting, review, evaluation and recording of your organisations processes.

5 things to consider when implementing an Electronic Quality Management System (QMS).



1 – Comparing Apples with Apples

Not all Quality Management Systems are the same!

The major factors organisations consider is “price”, however user interface should be just as important.

Your QMS needs to meet your needs firstly. You can do this by ensuring it can capture the important data required to support your accreditation.

What data does your organisation need to capture?

Key 2 – Consider the User Interface.

A QMS needs to be easy for everyone in the organisation to use or it will limit the effectiveness of the system and impede on building a culture of quality.

User interface needs to be efficient.

The right QMS can be an excellent tool in keeping your team accountable through reminders and task notifications.

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3 – The Backend

The backend (administrator) functions of the QMS needs to be planned prior to using a QMS.

It is essential that when buying a QMS, you as the purchaser plans what is going to be needed to make this efficient and functional for everyone in the organisation.



4 – Managing the Functions of the QMS

The QMS needs to be regularly reviewed by senior management to ensure any trends through reporting or lack of reporting are acted upon.

Regular training in the QMS needs to be planned and ensure new staff are orientated to utilise the program from day one.

5 – Pricing Vs Usage



A comparison between a number of quality management systems will show a large variation.

Some QMS will have higher cost but the robust and efficient functions within could reduce the labour cost.

Some important features to look out for are-

 AUDITS	 CAPA	 CALIBRATION & MAINTENANCE	 CHANGE MANAGEMENT
 CUSTOMER SERVICE	 DEVIATION	 DOCUMENT CONTROL	 INCIDENT REPORTING
 MASTER DATA	 MEETINGS	 RISK MANAGEMENT	 TRAINING & CREDENTIALING