**Element Record Check-Approval Protocol**

Since the record is created by straightforward transcription from vendor data or generic database, if originated by a practitioner or expert, he/she may also check AND approve by critical review of completed record.

**Check criteria if**prepared by **novice/supervised practitione**r:

Confirm accurate transcription of all key data.

Confirm acceptability of selected data if from generic source.

Confirm fit for purpose.

**Check criteria** **if** prepared by **Practitioner/Expert**:

If independent checker; record appears consistent with checker’s expectations for nature of equipment, or if not is confirmed to be as intended by originator or confirmed by independent inspection of source.

If originator also checking; in reviewing record, is satisfied that it is consistent with expectations for the nature of the equipment, and that no anomalies are apparent.

**Approval: (by P/E/Responsible Person)**

If NOT originator, satisfied that originator and/or checker competent for those purposes.

Submission appears fit for purpose in overview.