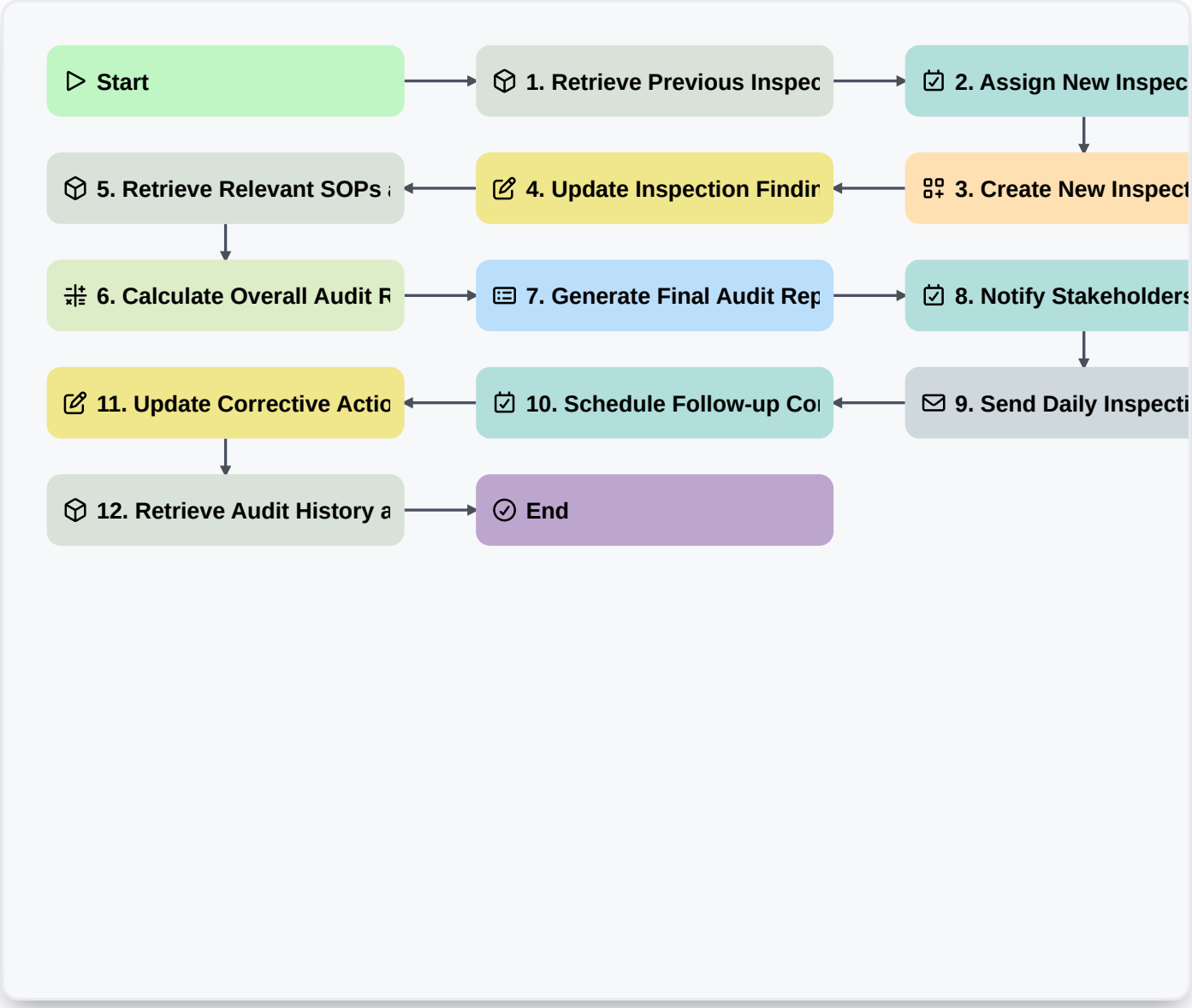
ChecklistGuro

Medical Device Inspection Workflow: Audit Readiness & Quality Management System



Start
Start of the Workflow/Process.

1. Retrieve Previous Inspection Records
Fetch historical inspection data for site comparison and trend analysis.

2. Assign New Inspection Tasks to Auditor
Automatically create and assign necessary inspection tasks to the designated auditor upon initiation.

3. Create New Inspection Checklist Instance
Generate a new, standardized inspection record for the specific site or device being audited.

4. Update Inspection Findings and Observations
Allow auditors to input real-time findings, deviations, and corrective actions against the checklist items.

5. Retrieve Relevant SOPs and Guidelines
Fetch and display current Standard Operating Procedures (SOPs) pertinent to the inspected area or device.

6. Calculate Overall Audit Risk Score
Execute formulas combining finding severity, closure rate, and risk factors for a comprehensive risk score.

7. Generate Final Audit Report
Compile all inspection data, findings, and necessary documentation into a final, structured report.

8. Notify Stakeholders of Inspection Completion
Automatically assign follow-up tasks to management and relevant department heads upon submission.

9. Send Daily Inspection Progress Summary Email
Distribute summary reports to project managers and stakeholders daily.

10. Schedule Follow-up Corrective Action Task
Create a follow-up task for required corrective actions after the initial inspection report is filed.

11. Update Corrective Action Tracker Status
Modify the status of open non-conformances (e.g., from 'Open' to 'In Progress' or 'Closed').

12. Retrieve Audit History and Findings
Access past inspection reports to identify recurring non-conformances and process improvements.

End
Start of the Workflow/Process.