



Medical Equipment Calibration Checklist: Accuracy & Safety

Pre-Calibration Assessment

Initial checks and documentation before calibration begins.

Date of Last Calibration

Enter date...

Equipment Serial Number

Enter a number...

Equipment Status (Operating/Out of Service)

☐ Operating

☐ Out of Service

Reason for Calibration (if applicable)

Write something...

Meter Reading (Pre-Calibration)

Calibration Procedure Used

Calibration Standards & Environment

Ensuring standards are accurate and environment is suitable.

Standard Temperature (°C)

Standard Humidity (%)

Ambient Temperature (°C)


Ambient Humidity (%)

Environmental Noise Level

- ☐ Quiet
- ☐ Moderate
- ☐ Noisy

Standard Calibration Expiration Date

Standard Calibration Certificate

 Upload File

Calibration Procedure Execution

Step-by-step process of performing the calibration.

Calibration Point 1 Reading

Calibration Point 2 Reading

Calibration Point 3 Reading

Calibration Method Used

- ☐ Direct Comparison
- ☐ Ratio Method
- ☐ Load Cell Calibration

Notes on Procedure Execution

Write something...

Date of Measurement

Enter date...

Time of Measurement

Data Recording & Analysis

Documenting calibration data and analyzing results against specifications.

Measured Value 1

Enter a number...

Measured Value 2

Enter a number...

Measured Value 3

Enter a number...

Uncertainty Value

Enter a number...

Pass/Fail Status

☐ Pass

☐ Fail

Notes/Observations

Write something...

Date of Measurement

Enter date...

Adjustment & Correction

Making necessary adjustments to equipment and documenting corrections.

Adjustment Value

Enter a number...

Adjustment Method Description

Write something...

Post-Adjustment Reading

Enter a number...

Adjustment Result

- ☐ Within Tolerance
- ☐ Outside Tolerance - Further Action Required

Notes on Adjustment Process

Write something...

Date of Adjustment

Enter date...

Post-Calibration Verification

Confirming accuracy and stability after calibration.

Measured Value 1 (Post-Calibration)

Enter a number...

Measured Value 2 (Post-Calibration)

Enter a number...

Measured Value 3 (Post-Calibration)

Enter a number...

Accuracy within Tolerance?

☐ Yes

☐ No

Verification Completion Date

Enter date...

Verification Completion Time

Verifier Signature

Documentation & Reporting

Complete records of the calibration process and reporting findings.

Calibration Date

Enter date...

Calibration Start Time

Calibration End Time

Ambient Temperature (°C)

Enter a number...

Ambient Humidity (%)

Enter a number...

Calibration Results Summary

Write something...

Calibration Certificate

 Upload File

Calibration Status

☐ Pass

☐ Fail

☐ Conditional

Calibrator Signature

Equipment Tagging & Maintenance Schedule

Labeling equipment with calibration dates and planning future maintenance.

Calibration Completion Date

Next Calibration Due Date

Calibration Cycle (e.g., months)

Technician Name

Calibration Status

- ☐ Complete
- ☐ In Progress
- ☐ Needs Review

Comments/Notes (e.g., deviations, issues)

Write something...

Calibration Certificate (if applicable)

 Upload File