

2010 DEADLINES & INSTRUCTIONS FOR ASBESTOS ANALYSTS TESTING (AAT) PARTICIPANTS

Asbestos Analysts Testing (AAT) Program	Round 93	Round 94	Round 95	Round 96
Enrollment Deadline: (Row 1)	2/15/2010	5/18/2010	8/18/2010	11/17/2010
Samples Mailed: (Row 2)	3/1/2010	6/1/2010	9/1/2010	12/1/2010
Samples Received by Organization: (Row 3)	3/10/2010	6/10/2010	9/10/2010	12/10/2010
RESULTS DUE (11:59 PM EST): (Row 4)	4/12/2010	7/12/2010	10/11/2010	1/10/2011
Performance Reports Posted to Web: (Row 5)	4/26/2010	7/26/2010	10/25/2010	1/24/2011
Retest Order Form Due: (Row 6)	5/10/2010	8/9/2010	11/8/2010	2/7/2011
RETEST RESULTS Due: (Row 7)	5/31/2010	8/30/2010	11/29/2010	2/28/2011
Retest Reports Posted to Web: (Row 8)	6/14/2010	9/13/2010	12/13/2010	3/14/2011

Important Dates

The deadlines for the AAT program are shown above. **It is the responsibility of the organization to mark these dates on your calendar and track the deadlines for the programs, including sample receipt dates (Row 3) and round close dates (Row 4 & 7).** If the date falls on a weekend or public holiday, the AIHA Registry Programs, LLC changes the deadline to the next business day.

The dates in **Row 1** represent the enrollment (add/drop or transfer) deadline for participation in each AAT round. If you were enrolled by one of these dates, your organization should receive Asbestos Analysts Testing (AAT) samples. Enrollment dates for organizations or analysts can be found on their respective Welcome letters.

The dates in **Row 2** represent the shipping date of samples to each Asbestos Analysts Testing (AAT) participant organization.

The dates in **Row 3** represent the date samples should be received by the AAR organization. If your organization does not receive samples by that date, IMMEDIATELY contact the AIHA Registry Programs at (703) 846-0798 or cdezio@aiha.org. The AIHA Registry Programs, LLC is not responsible for replacing samples that are not received by the organization, if notification occurs more than five (5) business days past the expected receipt date. Upon receipt of the AAT samples, it is the responsibility of the organization to inspect the shipment for any damage and to ensure that the correct samples were received. The samples in a set are identified, for example, as A841, B841, C841, and D841. The two middle characters are the current round number (round 84 in the example) and the last character is the batch number (batch 1 in the example). Sample cassettes shall be opened and filters prepped upon receipt. If samples are damaged, defective or anomalous, then the organization shall notify the AIHA Registry Programs, LLC within five (5) business days of receipt. Damaged, defective or anomalous samples will be replaced at the expense of the organization if reported five (5) business days or greater past the expected receipt date. Organizations requesting special shipping for replacement samples shall assume the cost of express carrier handling. BE SURE TO THOROUGHLY INSPECT YOUR SAMPLES UPON RECEIPT, INCLUDING THE READABILITY OF THE PREPARED SAMPLE.

The dates in **Row 4** represent the due dates for the submission of data for each AAT round. The Data Entry Portal website will be open for result submission on a date shown in Row 3 and will CLOSE 11:59:59 PM (ET) on a date specified in Row 4. Data is submitted via the Data Entry Portal on the AIHA Registry Programs, LLC web site at <http://apps.aiha.org/pat/>.

The dates in **Row 5** represent the latest date that the AAT Performance Results Report will be posted to the website. AAT Performance Results Reports will be posted to the PAT Portal within 10 business days of the round closing. It is the responsibility of the organization to obtain their report from the website. To obtain your report, go to <http://apps.aiha.org/pat/> and click the "Reports" icon located on the blue menu bar in the upper left hand corner of the screen. Enter your organization ID number and your organization's password. **The organization's password can be found on the label in the upper right corner of the results worksheet mailed with your samples.** If, in this report, a counter is rated NOT ACCEPTABLE the organization may request retest samples for a fee of \$400.00, to overwrite the results of the round.

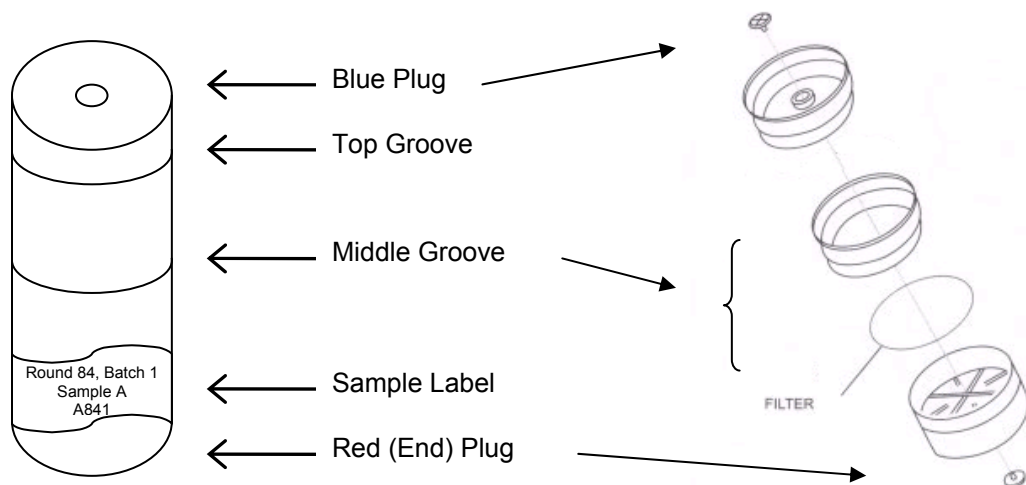
The dates in **Row 6** represent the deadline for the submission of RETEST order forms. Retest samples are mailed the next business day after the date in **Row 6** via Priority Mail. The dates in **Row 7** represent the due dates for the submission of data for each AAT RETEST round via the Data Entry Portal (<http://apps.aiha.org/pat/>). The original results for the round will remain on record unless a retest is taken. RETESTING WILL OVERRIDE THE RESULTS FOR THE CURRENT ROUND. Analysts seeking expedited enrollment and proficiency determination please see AAR Policy, Article III, Section 3.12 for the retesting policies of expedited analysts.

The dates in **Row 8** represent the date that the AAT Performance Results Report for the retest round will be posted to the Data Entry Portal. AAT Performance Results Reports will be posted to the PAT Portal within 10 business days of the retest round closing. Reports are no longer mailed to organizations and it is the responsibility of the organization to obtain their report from the website. To obtain your report, go to <http://apps.aiha.org/pat/> and click the "Reports" button located on the menu in the upper left hand corner of the screen. Enter your organization ID number and your organization's password. The organization's password can be found on the label in the upper right corner of the results worksheet mailed with your samples. A retest AAT Performance Results Report is available to any organization having a counter who submitted retest results.

AAT Sample Preparation

The proficiency samples for the AAT are prepared by SRI International. They utilize a wet generation method wherein four concentration levels of chrysotile asbestos sample lots are created for even numbered AAT rounds and four concentration levels of amosite asbestos sample lots are created for odd numbered AAT rounds. An aqueous suspension of chrysotile or amosite is filtered through mixed cellulose ester membranes (25 mm diameter, 0.8 µm pore size). These membranes are then transferred to the polystyrene cassettes. Filters from each level are analyzed to establish the batch characteristics and homogeneity. A blank filter is prepared with each sample set.

The following is a rough diagram of the AAT sample cassettes. These cassettes are a type A 3-piece polystyrene monitor cassette from Millipore. They can be separated at both grooves on the cassette, but should only be separated at the middle of the cassette to gain access to the filter. Orient your cassette so that the filter is at the lowest point and the blue plug is facing upward. The cassette most likely will not be able to be pulled apart using your hands. The best method for opening these cassettes is to place a solid object (such as a stainless steel Cassette Opener, the end of a scalpel or a pair of scissors) in the middle groove and use it to pry the top half of the cassette from the other.



Filters should be prepared in the same manner as routine samples, following the standard operating procedures of the organization. Your sample kits will include a blank. This blank filter will be shipped in a flat, clear Petri slide. You should treat this blank as you would if it were a field blank submitted with one of your client jobs.

AAT Sample Analysis and Reporting

AAT samples are analyzed by counting fibers on mixed cellulose ester (MCE), 0.8-micron, 25-mm diameter filters using phase contrast microscopy. The method used for AAT samples should be the same as the method used for field samples. The AIHA Registry Programs, LLC recommends the use of "A" counting rule in NIOSH Method 7400. Whenever possible, AAT samples should be received and processed in the same manner as routine samples. Unique sample identification should be given following the organization's standard operating procedures. AAT samples should be given a due date and dealt with through the preparation and analysis process in the same manner as routine samples. AAT samples should be stored and disposed of in the same manner as any ACM samples.

QA Managers should report results to the Data Entry Portal in fibers per millimeter (fibers/mm²). Use the following formula to calculate your results. For your convenience the AAT Round Results Worksheet enclosed with your samples can be used to record your data. The calculation for fibers/mm² is as follows:

$$E = \frac{\left(\frac{F}{n_f} - \frac{B}{n_b}\right)}{A_f}, \text{ fibers/mm}^2.$$

E = fiber density of the filter (fibers/mm²)
 F/n_f = average fiber count per graticule field
 B/n_b = blank fiber count per graticule field
 A_f = graticule field area (mm²)

If you find that the blank has a fiber density greater than 7 fibers/mm², please contact the AIHA Registry Programs, LLC for a replacement sample kit for the round, as soon as possible.

A result must be reported for all four (4) samples. Otherwise, the data management system will report outliers. Counters should report results in whole numbers: if a calculation yields 564.2 fibers/mm², record the result as 564. Results for the blank are not reported, but adjusted out using the formula above.

Submitted results will be compared with the acceptable limits calculated using the reported results for each sample in the set. Any results that fall out of the acceptable reference values for the round will result in an outlier. AAR Policy, Article III Section 3.6 Incorrect reporting of AAT results via the Internet will result in up to four (4) outliers as this is considered the same as reporting an inaccurate result. Incorrect reporting may include, but is not limited to: invalid sample ID number(s); invalid fiber counts; invalid or incorrect analyst ID number; invalid or incorrect organization number; or incorrect AAT sample round or batch number. A counter's results are rated NOT ACCEPTABLE when results for that counter include more than two (2) outliers over the last two (2) consecutive rounds.

Board approved analysts failing to submit results for any round, will be removed from the AAR listing of board-approved analysts until proficiency has been reestablished, unless the AIHA Registry Programs, LLC has granted an excused absence of a counter from a currently tested round. Excused absences are only granted prior to the round closing and are not granted for consecutive rounds. Enrolled analysts failing to submit results for two (2) consecutive rounds will be administratively removed (dropped) from the AAR program (AAR Policy, Article III, Section 3.9.1).