



Inspection Paperwork Checklist

Inspection Paperwork Inspectors Submit to non-MD Accreditation Board Co-Chair

Eye Bank: _____ City: _____ State: _____

Inspection Date: _____ ID# _____
(Completed by Accreditation Board Co-Chair)

Parent Bank (check one): Yes No
If Satellite bank, Name and Location of Parent Bank _____

Lead Inspector: _____ Co-inspector: _____

DOCUMENTATION CHECKLIST

Inspectors Must Complete and Submit the Following Documents electronically to:

Chris Stoeger, CEBT, CTBS
Co-Chair Accreditation Board
Chris@VisionGift.org

- ☐ One original Site Inspection Questionnaire (SIQ) with supporting documentation for any items cited on Summation Report (both inspectors complete / sign only one form) (Should include the Pre-Inspection Questionnaire materials completed by the Eye Bank if there was a deficiency related to the completion or non-completion of the pre-inspection materials, items such as copies of policies / procedures, labels, forms, or other documents to support observed deficiencies.)
- ☐ Record Review Worksheet(s)
- ☐ Record Review Summary
- ☐ Technical Practical Performance Test for CEBT (both inspectors if applicable)
- ☐ Technical Practical Performance Test for non-CEBT (both inspectors if applicable)
- ☐ Summation Report (copy of the document given to bank)

Mail or email Expense Reimbursement Form and receipts to Bernard Dellario, bernard@restoresight.org in the EBAA office in Washington, DC within thirty (30) days. It is not necessary to send a copy to the Accreditation Board Co-Chair.