



## Change Order

<b>DOCUMENT NUMBER</b> (Include the Subversion draft revision no. from the Draft QS Documents folder.)	<b>REV. ID</b>
Q-0007 Software Tool and Utility Validation (Revision 618)	A
Q-0007 Form A Software Tool Validation Template (Revision 414)	A

### APPROVED

<b>NAME</b>	<b>SIGNATURE</b>	<b>TITLE</b>	<b>DATE</b>
Sean Doyle		Manager	
Susan Belanich		Quality/Regulatory Reviewer	3/29/2006
Not Applicable		Subject Expert	

### JUSTIFICATION FOR CHANGE

Implementation of these core procedures will allow MedCommons to begin to implement the remainder of the quality system.

**IMPLEMENTATION TASKS<sup>1,2</sup>**

<b>OWNER (By Name)</b>	<b>TASK</b>	<b><i>TARGET DATE</i></b>
Susan Belanich	Train MedCommons personnel	4/30/06
Sean Doyle	Validate use of Adobe signatures for electronic signatures.	4/30/06

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<sup>1</sup> Examples of implementation tasks: Minimum training requirements, acquisition of supplies, installation of equipment, validation, effective date, or obsolescence of an SOP.

<sup>2</sup> Examples of minimum training requirements: "We want [75%] of [Software Testers] trained by [date] or when the [validation date] occurs."