

Best Practices Checklist

Preprocessing Checklist

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|--------------------------------|-----------------------------------|
| ✓ Confirm complete PHI removal | ✓ Verify abbreviation consistency |
| ✓ Standardize dates/units | ✓ Handle negative expressions |
| ✓ Ontology mapping | ✓ Handle missing values |
| ✓ Detect outliers | ✓ Evaluate bias |
| ✓ Calculate quality metrics | ✓ Complete documentation |

Quality Assurance Process

1. Sample Validation: Manual review of 100 random cases
2. Automated Testing: Unit tests and integration tests
3. Performance Benchmark: Processing speed and accuracy
4. Documentation: Record processing steps and decision-making