Dear Colleague,

**Fees for medical laboratories for ISO 15189:2012 accreditation**

I set out below the pricing structure for the year ending 31 March 2017.

**For laboratories yet to transition to ISO 15189**

For laboratories yet to transition to ISO 15189, the CPA annual fee will be charged. The CPA annual fee will increase by 2%.

**Laboratories accredited to ISO 15189**

Customers who are accredited to ISO 15189:2012 or are granted accreditation, will move to standard [UKAS terms and conditions](https://www.ukas.com) and will be charged for the time required to maintain their accreditation using the applicable day rate per person.

Accredited laboratories will be billed after subsequent surveillance visits.

The UKAS day rate for the year ending 31 March 2017, will be £853 with a 15% discount applied so as to allow for the lower overheads associated with assessor costs in the Medical Laboratories section.

**For laboratories transitioning to ISO 15189**

Laboratories that are transitioning to ISO 15189 in 2016-17 will be charged the CPA annual fee. Laboratories that are granted accreditation to ISO 15189 in the year 2016-17 will be refunded for the 2016-17 CPA annual fee on a pro-rata basis at the point of their first surveillance.

**One off transition fee**

As previously advised, due to the additional effort involved in an ISO 15189 Initial Assessment, UKAS will charge a one-off transition fee in the year that a laboratory is due for assessment against ISO 15189:2012.

This year, the transition fee will be charged to those laboratories due a visit between April 2016 to March 2017. Laboratories will be charged the transition fee only once. If the assessment is deferred until the following financial year, a further transition fee will not be chargeable. The transition fee will be set at two levels, either £750 or £1250. Smaller, single discipline, single site laboratories can expect to pay the lower fee. Other laboratories will be charged the higher rate.
Additional visits
In the event that laboratories are not sufficiently prepared for their ISO 15189, UKAS may need to conduct additional visits to reassess before being able to grant accreditation. Additional visits will be chargeable at the daily rate specified above. To minimise the risk of this, a laboratory due to go through the transition will be expected to produce documentation demonstrating their readiness for assessment which might include, but not be limited to, an in-depth, robust gap analysis and updated Quality Manual. If a laboratory is unable to provide documentation to give confidence in its readiness for ISO 15189 assessment, it may not be deemed possible to proceed. As maintenance of CPA accreditation relies on the outcome of a successful transition assessment, CPA accreditation sanctions may be imposed if assessments cannot take place in a timely way.

Payment terms and late payment charges
Invoices are normally payable within 30 days from the issue of the invoice.

Where fees are outstanding (including from previous years’ CPA invoices), UKAS reserves the right to halt work and this would prevent progression of any applications for the transition assessment to ISO 15189:2012. Where a visit cannot take place due to non-payment of fees or lack of readiness for assessment, there is a risk that CPA accreditation will not be maintained. UKAS reserves the right to charge a re-instatement fee of £1000 where a customer is suspended due to late payments.

Any ultimate withdrawal of accreditation would mean that a laboratory would need to re-apply under standard UKAS terms and conditions in order to regain accreditation.

UKAS will continue to keep its pricing structure under review to ensure it meets expected outcomes and customers will be informed of any revisions at the earliest opportunity.

Should you have any queries regarding any of the above, please contact MedLabsCustomerService@ukas.com.

Yours sincerely,

Lorraine Turner
Business Development Director