Document VOP 15 Data and Information Analysis Revision ID98547

Suggested Upload Document Name: Risk Assesment For Updating Document ID98547 Completed by Derek Lamb 27 Dec 2023 Reason for Risk Assesment added
Positive and Negative feedback headers in Intrastats.
Analysis of Internal Data ? from QA fails data, SRS fails data, Repair data and supplier returns data. Which can be found in the rolling task area. Document VOP 15 Data and Information Analysis Revision ID98547 Is linked to the Following Standards and processes Further Action Required Assesment Question Update Risk on Update Notes On Risk / Benefits statement if required ID98547 Affect Risk Frequency 98547Q0 Does this Update warrant updating Any External Parties due to any Terms and Does Notes On Risk / Benefits statement if required Further Action Required Conditional Agreements E.G. Notified Body or is the update a Significate Update due to Update on Issue Affect? 1.Improbable change to any ISO Certifications No V Risk Likly Due to Update 1.Negligible Action Required: No Action Required 98547Q1 Viamed Ltd ISO13485:2016 Section: 7.3.6 Risk Fregency Notes On Risk / Benefits statement if required Further Action Required Does Design and development verification Update due to Update Affect? 1.Improbable > Design and development verification shall be performed in accordance with planned and documented Risk Likly Due No 🗸 arrangements to ensure that the design and development outputs have met the to Update design and development 1.Negligible input requirements. Action Required: The organization shall document verification plans that include methods, No Action acceptance criteria and, as Required appropriate, statistical techniques with rationale for sample size.

If the intended use requires that the medical device be connected to, or have an interface with, other medical device(s), verification shall include confirmation that the design outputs meet design inputs when so connected or interfaced. Records of the results and conclusions of the verification and necessary actions shall be maintained (see 4.2.4 and 4.2.5) Viamed Ltd ISO13485:2016 Section: 7.3.7 9854702 Risk Fregency Notes On Risk / Benefits statement if required Further Action Required Does Design and development validation Update due to Update Design and development validation shall be performed in accordance with Affect? 1.Improbable > planned and documented ➤ Risk Likly Due arrangements to ensure that the resulting product is capable of meeting the to Update requirements for the 1.Negligible specified application or intended use Action Required: The organization shall document validation plans that include methods, No Action acceptance criteria, and, as Required appropriate, statistical techniques with rationale for sample size Design validation shall be conducted on representative product. Representative product includes initial production units, batches or their equivalents. The rationale for the choice of product used for validation shall be recorded (see 4.2.5) As part of design and development validation, the organization shall perform clinical evaluations or performance evaluations of the medical device in accordance with applicable regulatory requirements A medical device used for clinical evaluation or performance evaluation is not considered to be released for use to the customer If the intended use requires that the medical device be connected to, or have an interface with, other medical device(s), validation shall include confirmation that the requirements for the specified application or intended use have been met when so connected or interfaced. Validation shall be completed prior to release for use of the product to the Records of the results and conclusion of validation and necessary actions shall 4.2.4 and 4.2.5). Viamed Ltd ISO13485:2016 Section: 7.5.6 98547Q3 Risk Frequency Notes On Risk / Benefits statement if required Further Action Required Validation of processes for production and service provision The organization shall validate any processes for production and service Update due to Update on Issue Affect? 1.Improbable > provision where the resulting Risk Likly Due output cannot be or is not verified by subsequent monitoring or measurement to Update and, as a consequence, 1.Negligible deficiencies become apparent only after the product is in use or the service has Action Required: been delivered. No Action Validation shall demonstrate the ability of these processes to achieve planned Required results consistently The organization shall document procedures for validation of processes including: a) defined criteria for review and approval of the processes; b) equipment qualification and qualification of personnel; c) use of specific methods, procedures and acceptance criteria; d) as appropriate, statistical techniques with rationale for sample sizes e) requirements for records (see 4.2.5); f) revalidation, including criteria for revalidation; g) approval of changes to the processes. The organization shall document procedures for the validation of the application

of computer software

validated prior to initial

used in production and service provision. Such software applications shall be

use and, as appropriate, after changes to such software or its application. The

Records of the results and conclusion of validation and necessary actions from the validation shall be maintained (see 4.2.4 and 4.2.5). 98547O4 Viamed Ltd ISO13485:2016 Section: 8.1 Risk Fregency Does Notes On Risk / Benefits statement if required Further Action Required General Update due to Update on Issue The organization shall plan and implement the monitoring, measurement, Affect? 1.Improb No V Risk Likly Due analysis and improvement processes needed to: to Update a) demonstrate conformity of product; 1.Negligible b) ensure conformity of the quality management system; Action Required: c) maintain the effectiveness of the quality management system No Action This shall include determination of appropriate methods, including statistical Required techniques, and the extent of their use. 98547Q5 Viamed Ltd ISO13485:2016 Section: 8.4 Risk Frequency Notes On Risk / Benefits statement if required Further Action Required Does Update Analysis of data due to Update The organization shall document procedures to determine, collect and analyse Affect? 1.Improbable > Risk Likly Due Analysis of Internal Data ? from QA fails appropriate data No 🗸 data, SRS fails data, Repair data and supplier returns data. Which can be found in the rolling task area. to demonstrate the suitability, adequacy and effectiveness of the quality to Update management system. The 1.Negligible procedures shall include determination of appropriate methods, including Action Required: statistical techniques and No Action the extent of their use. Required The analysis of data shall include data generated as a result of monitoring and measurement and from other relevant sources and include, at a minimum, input from: a) feedback: b) conformity to product requirements; c) characteristics and trends of processes and product including opportunities for improvement; d) suppliers; e) audits; f) service reports, as appropriate If the analysis of data shows that the quality management system is not suitable, adequate or effective the organization shall use this analysis as input for improvement as required in Records of the results of analyses shall be maintained (see 4.2.5) 98547Q6 QProcessProcess 7834 Risk Frequency Notes On Risk / Benefits statement if required Further Action Required Financial Review Update due to Update on Issue Affect? 1.Improbable > The review the Financial requirements Current Known Risk Non No V Risk Likly Due Current Likly 1 Current Frequency 1 to Update 1.Negligible Action Required: No Action Required 98547Q7 ProcessProcess 27 Risk Frequency Notes On Risk / Benefits statement if required Further Action Required Does Update due to Update Management Reviews And Quality Audits on Issue To review and close all automatic rolling Issues Affect? 1.Improbable Including all rolling tasks and audits Current Known Risk that the task is missed No V Risk Likly Due to Update that follow ups are missed Current Likly 3 Current Frequency 1 3.Serious Action Required No Action Required 98547Q8 ProcessProcess 5877 Risk Frequency Notes On Risk / Benefits statement if required Further Action Required Review Company Data Update due to Update on Issue To review the numbers of various departments Affect? 1 Improbable > No ✔ Risk Likly Due Showing increasing / reducing staff requirements Check Audit Roles Titles and Processes in Employee Roles and Titles. to Update Check the Page for Red Crosses and potentially missing objectives Current Known Risk incorrect staff levels 3 Serious Action Required: Current Likly 3 Current Frequency 1 No Action Required Risk Frequency 98547Q9 ProcessProcess 7070 Notes On Risk / Benefits statement if required Further Action Required Management Review Update due to Update on Issue Affect? 1.Improbable > To discuss any problems, to assess work load and staffing No 🗸 Risk Likly Due Current Known Risk Meetings not carried out regularly to Update Current Likly 2 Current Frequency 1 2.Minor Action Required: No Action Required 98547Q10 QProcessProcess 7830 Risk Fregency Notes On Risk / Benefits statement if required Further Action Required Does Update due to Update on Issue Review Q.A. Failures Report To review the Quantities of Failed product per Stock reference Passing through Affect? 1.Improb No V Risk Likly Due the Q.A. system Current Known Risk That a high proportion of a product might fail QA and not to Update 3.Serious be flagged Current Likly 3 Current Frequency 1 Action Required: No Action Required

specific approach and

proportionate to the risk

product to conform to specifications.

activities associated with software validation and revalidation shall be

associated with the use of the software including the effect on the ability of the

| 98547Q11 | QProcessProcess 7837 Review External Parties Influencing The QMS VST / Viamed To Review the External Parties Influencing The QMS VST / Viamed Checked the Scopes and Risks, Review the Underlining Processes and Tasks Current Known Risk External party has un-reviewed expectations Current Likly 1 Current Frequency 1 | Update Affect? | Risk Frequency due to Update 1.Improbable Risk Likly Due to Update 1.Negligible Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Required on Issue |
|----------|--|-------------------|--|--|-------------------------------------|
| | AprocessProcess 7838 Review VIAMED Feedback - Customer Feedback Negative Review Customer Feedback Negative Current Known Risk Rolling Issues No risk to process Current Likly 3 Current Frequency 1 | Affect? | Risk Freqency due to Update 1.Improbable V Risk Likly Due to Update 3.Serious V Action Required: No Action Required | Notes On Risk / Benefits statement if required added Positive and Negative feedback headers in Intrastats. | Further Action Required on Issue |
| 98547Q13 | QProcessProcess 7839 Review VIAMED Feedback - Customer Complaints To Review Viamed Customer Complaints Current Known Risk Rolling Issue No Risk Current Likly 3 Current Frequency 1 | Update Affect? | Risk Freqency due to Update 1.Improbable V Risk Likly Due to Update 3.Serious V Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Required on Issue |
| 98547Q14 | QProcessProcess 7840 Review VST Feedback - Customer Feedback Negative To review Negative feedback form Products see if Non Conformance or customer Complaints need to be raised Current Known Risk That an issue or report might be missed. That a Negative feedback form Products might not be reviewed Current Likly 3 Current Frequency 1 | Affect? | Risk Freqency due to Update 1.Improbable Risk Likly Due to Update 3.Serious Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Required on Issue |
| 98547Q15 | QProcessProcess 7841 Review VST Feedback - Customer Complaints To review Customer Complaints see if Non Conformance need to be raised Current Known Risk things are not followed up in a timely manner or are missed Current Likly 3 Current Frequency 1 | Affect? | Risk Freqency due to Update 1.Improbable Risk Likly Due to Update 3.Serious Action Required: No Action Required | | Further Action Required on Issue |
| 98547Q16 | QProcessProcess 7842 Review VIAMED Product Feedback Negative To review Negative feedback form Products see if Non Conformance or customer Complaints need to be raised Current Known Risk That an issue or report might be missed. That a Negative feedback form Products might not be reviewed Current Likly 3 Current Frequency 1 | Affect? | Risk Frequency due to Update 1.Improbable Risk Likly Due to Update 3.Serious Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Required on Issue |
| 98547Q17 | A Process Process 7843 Review VST Product Feedback Negative To review Negative feedback form Products see if Non Conformance or customer Complaints need to be raise Current Known Risk Issues could be missed Current Likly 3 Current Frequency 1 | Affect? | Risk Freqency due to Update 1.Improbable Risk Likly Due to Update 3.Serious Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Required on Issue |
| 98547Q18 | ProcessProcess 7848 Review ISO Scopes To Review the Scope of the ISO 9001 / ISO 13485 Standards Current Known Risk No risks Rolling issue to perform task Current Likly 1 Current Frequency 1 | Affect? | Risk Freqency due to Update 1.Improbable Risk Likly Due to Update 1.Negligible Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Required on Issue |
| 98547Q19 | A Process Process 7849 Review Product Failures New Codes Review the Customer Returns and Review Product Failures New Codes Current Known Risk Product failures / returns do not get reviewed and a new Risk may occur Current Likly 1 Current Frequency 3 | Affect? | Risk Freqency due to Update 3.Occasional V Risk Likly Due to Update 1.Negligible V Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Required on Issue |
| 98547Q20 | AProcessProcess 7871 Review Exclusion From Viamed 13485:2016 And VST 9001:2015 To review the Exclusions / boundaries to ISO 13485:2016 for Viamed Current Known Risk Something is missed. Current Likly 1 Current Frequency 1 | Affect? | Risk Freqency due to Update 1.Improbable Risk Likly Due to Update 1.Negligible Action Required: | | Further Action Required on Issue |

No Action Required

| 98547Q21 | QProcessProcess 7874 Review For Latest Version Med Dev 2.12. To Ensure we have the latest version of Med Dev 2.12. and update management if its been updated Current Known Risk Using out of date Med Dev Current Likly 1 Current Frequency 1 | Affect? | Risk Freqency due to Update 1.Improbable Risk Likly Due to Update 1.Negligible Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Required on Issue |
|----------|---|---------|--|--|------------------------------------|
| 98547Q22 | Q-ProcessProcess 7876 Maintain Update Of ISO Route Maps To review Route map VIAMED 13485:2016 and VST 9001:2015 See if a new Summary sheet needs producing, print new PDF, and upload on top of the old summary | Affect? | Risk Freqency due to Update 1.Improbable V Risk Likly Due to Update 2.Minor V Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Required on Issue |
| | Current Known Risk Summary sheet gets out of date. Current Likly 2 Current Frequency 1 | | | | |
| 98547Q23 | Q-ProcessProcess 7878 Review Possible Upcoming Regulation Changes Review possible legal / regulator changes that might affect Viamed / VST Current Known Risk Legal / Regulatory changes stop us being able to carry out our processes as per QMS Current Likly 1 Current Frequency 3 | Affect? | Risk Freqency due to Update 3.Occasional V Risk Likly Due to Update 1.Negligible V Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Require on Issue |
| 98547Q24 | ^Q -ProcessProcess 7870 Software Validation Non Conformance Product Risk Feedback Loop Scope to check the automatic system of tagging product non conformance and other issues to the post market surveillance review report. Current Known Risk issues not carried out Current Likly 1 Current Frequency 1 | Affect? | Risk Freqency due to Update 1.Improbable V Risk Likly Due to Update 1.Negligible V Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Require on Issue |
| 98547Q25 | ^Q ProcessProcess 7879 Software Validation Scheduled Tasks And Audits To check the Scheduled Tasks and Audits is working as Intended. To also Check the Out of Date documents is working as Intended. Current Known Risk Tasks and Audit Rolling Issues Key to ISO requirements. risk of losing standards Current Likly 1 Current Frequency 1 | Affect? | Risk Freqency due to Update 1.Improbable Risk Likly Due to Update 1.Negligible Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Require on Issue |
| 98547Q26 | ^Q -ProcessProcess 7850 Software Validation Scan Incorrect Product Test the Goods out process disabling picking of items not relating to an order Current Known Risk system allows incorrect items to be picked to customer orders Current Likly 1 Current Frequency 1 | Affect? | Risk Freqency due to Update 1.Improbable V Risk Likly Due to Update 1.Negligible V Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Require on Issue |
|)8547Q27 | OPROCESS Process 7851 Software Validation Scan Un-QA Product To Order To test intrastats does not allow picking of unprocessed products to live customer orders Current Known Risk Unprocessed product gets out into the field, resulting in recalls Current Likly 1 Current Frequency 1 | Affect? | Risk Freqency due to Update 1.Improbable V Risk Likly Due to Update 1.Negligible V Action Required: No Action Required | Notes On Risk / Benefits statement if required Likelihood is Improbable as this process tests the actual system of preventing UN-QA stock getting past QA. to reduce the risk of UN-QA product getting past goods out | Further Action Required on Issue |
| 98547Q28 | ^O sProcessProcess 7852 Software Validation Expired Stock To attempt to Scan a product that has gone past its expire date. Current Known Risk Expired product leaves the building and unusable products get to customers Current Likly 1 Current Frequency 1 | Affect? | Risk Freqency due to Update 1.Improbable Risk Likly Due to Update 1.Negligible Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Require on Issue |
| 98547Q29 | OpprocessProcess 7853 Software Validation Non Sell Able Shelf Warehouse shelfs can be tagged as sellable stock / unsellable stock. Either for quarantine purposes or holding items for other customer orders. Test that Order picking cannot pick unsellable stock locations to an Order Current Known Risk quarantine stock leaves the building to a customer order, or stock on hold for a customer gets shipped to another customer. Current Likly 1 Current Frequency 3 | Affect? | Risk Freqency due to Update 3.0ccasional ✓ Risk Likly Due to Update 1.Negligible ✓ Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Required on Issue |

| ^Q ProcessProcess 7854 Software Validation In Production List Software Validation of the production lists. By confirming no extra production jobs are stuck in the system, and all listed production jobs are found, the production tracking is validated Current Known Risk Software tracking of production jobs fails. Current Likly 2 Current Frequency 2 | Affect? | Risk Frequency due to Update 2.Remote Risk Likly Due to Update 2.Minor Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Required on Issue |
|---|---------|--|--|-------------------------------------|
| ^Q ProcessProcess 7855 Software Validation - Production Lists Software Validation - Production Lists Review the current active production lists inintrastats to the actual in progress production lists Current Known Risk Software inaccuracys in production Current Likly 2 Current Frequency 2 | Affect? | Risk Frequency due to Update 2.Remote Risk Likly Due to Update 2.Minor Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Required on Issue |
| QProcessProcess 7856 Software Validation Unchecked Orders To check order picking cannot pick against an unchecked order Current Known Risk Customer recieves incorrect items due to order not being checked. Current Likly 2 Current Frequency 2 | Affect? | Risk Freqency due to Update 2.Remote Risk Likly Due to Update 2.Minor Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Required on Issue |
| QProcessProcess 7857 Software Validation Stock Tracking Check To confirm Software Validation Stock Tracking Check, is functioning as expected Current Known Risk Stock gets mislaid in the warehouse Current Likly 2 Current Frequency 1 | Affect? | Risk Freqency due to Update 1.Improbable V Risk Likly Due to Update 2.Minor V Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Required on Issue |
| Q-ProcessProcess 7858 Software Validation Attempt To QA Some Stock Test the QA System that Staff not trained for QA are unable to QA a Product. Current Known Risk Untrained staff QA/Processing Product Current Likly 1 Current Frequency 3 | Affect? | Risk Freqency due to Update 3.0ccasional V Risk Likly Due to Update 1.Negligible V Action Required: No Action Required | | Further Action Required on Issue |
| AProcessProcess 7861 Software Validation Of Training Documents Forced Reading Software Validating Of Training Documents via Forced Required Reading Current Known Risk required reading not read. Current Likly 1 Current Frequency 2 | Affect? | Risk Freqency due to Update 2.Remote Risk Likly Due to Update 1.Negligible Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Required on Issue |
| QProcessProcess 7865 Software Validation Conflicting Audits Software Validiation of the system: To check all process(s) tasks and audits are not clashed with the same person doing the Task as the Audit. Current Known Risk non Automatic Current Likly 1 Current Frequency 1 | Affect? | Risk Freqency due to Update 1.Improbable Risk Likly Due to Update 1.Negligible Action Required: No Action Required | Notes On Risk / Benefits statement if required | Further Action Required on Issue |
| QProcessProcess 7875 Software Validation Document Control To test document control is working as intended. Current Known Risk If not carried out, document index is unvalidated Current Likly 1 Current Frequency 1 | Affect? | Risk Freqency due to Update 1.Improbable > Risk Likly Due to Update 1.Negligible Action Required: No Action Required | | Further Action Required on Issue |
| QProcessProcess 7880 Software Validation Out Of Date Documents To confirm the out of documents computer software functions as expected flagging out of date items on to the list Current Known Risk Old document in the system Current Likly 1 Current Frequency 1 | Affect? | Risk Freqency due to Update 1.Improbable Risk Likly Due to Update 1.Negligible Action Required: No Action Required | | Further Action Required on Issue |
| Q-ProcessProcess 7881 Software Validation - Live Orders To compare Opera Live Orders to Intrastats Back order Active List NO LONGER REQUIRED Opera is now out of the system Current Known Risk no risks, confirmation back orders is working as inteneded Current Likly 1 Current Frequency 1 | Affect? | Risk Freqency due to Update 1.Improbable Risk Likly Due to Update 1.Negligible Action Required: No Action Required | | Further Action Required on Issue |

| 98547Q40 | Current Known Risk That we may miss a event that has caused a large increase or decease in competitor prices. Current Likly 1 Current Frequency 1 | Does Update due to Update Affect? No V Risk Likly to Update 1.Negligib Action Re No Action Required | ate le 🗸 Due | J // | Further Action Required on Issue |
|----------|--|--|--------------|--------|----------------------------------|
| 98547Q41 | Does Generic CE File Attached to All Technical file #2 Of type 5 require any Notificaions and/or Risk assessment updates due to this update | Does Risk Frequency Update due to Update due to Update No Visk Likly to Update 1.Negligib Action Re No Action Required | ate le 🗸 Due | J // | Further Action Required on Issue |
| 98547Q42 | Prinal Notes No ISO Procedures or Process are negativly affected by updating this document with the new do | • | | | |

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