

To: Elizabeth Holmes[eholmes@theranos.com]; Kerry Elenitoba-Johnson[kjohnson@theranos.com]; Li Ding-Chiang[liding-chiang@theranos.com]
Cc: Sunny Balwani[sbalwani@theranos.com]; Daniel Young[dyoung@theranos.com]; Mona Ramamurthy[mramamurthy@theranos.com]; Samartha Anekal[sanekal@theranos.com]; Nishit Doshi[ndoshi@theranos.com]; Brad Arington[barington@theranos.com]; Max Fosque[mfosque@theranos.com]
From: Adam Rosendorff
Sent: Tue 11/26/2013 12:24:50 AM
Importance: Normal
Subject: RE:
Received: Tue 11/26/2013 12:24:52 AM

Elizabeth

This is what I propose:

Monday 11/25/2013

Personnel

- Training certification (Li-Ding)
- Diplomas, Licenses and Resume (Li-Ding, Adam, Mona)
- Organizational chart (Adam, Mona)

Proficiency testing

- SOP for internal proficiency testing of LDTs (Adam, Daniel)

Tuesday 11/26/2013

- Criteria for unacceptable specimens (Adam, Daniel, Hoda)
- Ongoing QC analysis- Levey- Jennings for LDTs (Adam, Sarah) (Daily QC procedure completed)
- Calibration verification plan for LDTs (Sarah)
- Procedure for manual verification of abnormal CBC results (Chinmay, Adam)
- Procedure for retesting of critical values (Adam, Daniel)

Wednesday 11/27/2013

- SOP for Theranos LIS (Max, Sunny)
- SOP for Super-Mario (Anam)
- Check SOPs for communication of critical results
- Check SOPs for redraws

Friday 11/29/2013

- Mock audit- Jerry Hurst

Saturday 11/30/2013

Sunday 12/1/2013

Monday 12/2/2013

Implementing improvements based on mock inspection.

Tuesday

Inspection

- Myself and supervisors minimally present to handle inspection starting at 10.30am.

Adam

From: Elizabeth Holmes
Sent: Monday, November 25, 2013 4:01 PM
To: Adam Rosendorff; Kerry Elenitoba-Johnson; Li Ding-Chiang
Cc: Sunny Balwani; Daniel Young; Mona Ramamurthy; Samarth Anekal; Nishit Doshi; Brad Arington; Max Fosque
Subject:

Checking in on the day by day plan for audit preparations. I want to make sure we get an outline of it today.

We will meet tomorrow to review it and also discuss mock audits, including any support from our outside consultants.

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