

# Audit Management

*Understanding how to conduct a thorough quality audit is an essential control measure for any organization. Unfortunately, many organizations don't have the luxury of hiring well-seasoned professional auditors-- they must develop them from within. In this course, we teach you how to thoroughly manage a quality audit, sharing insight into pertinent regulatory requirements, as well as the necessary planning, performance and post-audit remediation techniques.*

## COURSE OVERVIEW

The objective of this course is to train and prepare individuals to manage the quality audit process through reading, lecture, discussion, role playing, and practical exercises. At the completion of this course, individuals have been trained how to thoroughly manage a quality audit.

## LEARNING OBJECTIVES

- Define, explain the focus and benefits of an audit
- Describe the roles and responsibilities of an auditor and audit team
- Learn how to scope and prepare an audit plan
- Review guidelines and techniques for managing and conducting the audit
- Distinguish between observations and non-conformances
- Learn how to prepare for and conduct the exit meeting
- Become skilled in writing the audit report

## DELIVERY

Quality Audit Management is taught using a blended approach of classroom and real-life application. This "how-to" approach to learning significantly increases knowledge retention, and allows participants to apply the skills they've learned in training into a work setting.



*"I found the training to be very inspiring and successful, both in relation to the increase of auditor skills as well as the valuable outcome of the audits performed as part of the training. I feel confident that we now have a team which we can benefit from in relation to our future audit activities."*

- Johnny Hansen  
QA Manager  
Angiotech

