

## Setting up Corrective Actions

One of the options you have while setting up an assessment is creating a corrective action to be created when a question is failed or unacceptable. By setting up the corrective actions, you are provided with a list of items that need attention or correction.

Before setting up a corrective action, you want to make sure the Assurance type and Auditor are set up correctly. Both of those items can be found under Assurance → Set up →

Assurance
Help
Change Company

**Data Entry**

- Schedule Assessments
- Enter Assessment Results
- Review Corrective Actions

**Reports**
**Setup**

**Assurance Attributes**

- Assessment Comments
- Assessment Regions
- Assessment Stages
- Assessment Types
- Assessment Version
- Assurance Type
- Auditor
- Corrective Action Category

**Forms Setup**

- Assessment Form Setup
- Assessment Site Setup

**Company Attributes**

- Producers/Sites/Barns\*
- Production Calendar\*
- Company Defaults
- Personnel Setup
- Assign Personnel
- Units of Measure
- Production Types - Barn\*
- Production Types - Site\*
- Animals Observed Defaults
- User List

**Setting a default number of days for Corrective Action:** In company defaults, you're given the ability to set a default number of days for the corrective action. The current default number of day's for Corrective Action is 30 days.

MetaFarms.com - MetaFar x Company Auto-Number 5 x

MetaFarms, Inc. [US] https://iprod2.metadesk.com/EnterpriseManager/Form\_FM\_Company\_Autonumber.aspx

Assurance

Data Entry

- Schedule Assessments
- Enter Assessment Results
- Review Corrective Actions

Save

Use Auto Feed Delivery

Use Auto

Use Auto M

Use

Auto-Calcul

Sales Event Code Defau

Reports Setup

Assurance Attributes

- Assessment Comments
- Assessment Regions
- Assessment Stages
- Assessment Types
- Assessment Version
- Assurance Type
- Auditor
- Corrective Action Category

Forms Setup

- Assessment Form Setup
- Assessment Site Setup

Company Attributes

- Producers/Sites/Barns\*
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At the bottom of the Company Defaults you will see Assurance Defaults:

Nursery Group Target Weight: 0

Finish Group Target Weight: 0

Group Target Weight: 0

Nursery Growth Curve: (Select...)

Finish Growth Curve: (Select...)

Growth Curve: (Select...)

Gender: (Select...)

Marketing Rates

Self Insurance Rate 1: 0.0000

Self Insurance Rate 2: 0.0000

Administration Rate: 0.0000

Assurance Defaults

Corrective Action Days: 14

Assurance Type: (Select...)

Custom Roles

(Select...)

1st Party

2nd Party

ed Role Name

Site Manager

Hired Labor

If you set a default of 14 days, you still have the ability to change the deadline date for the corrective actions that are generated.

**Creating Corrective Action Categories:** You are able to create categories for the corrective actions to be placed under.

This is most helpful for reporting and to roll up certain items when troubleshooting problem areas.

Assurance → Set up → Corrective Action Category

The screenshot shows the MetaFarms.com web application interface. The top navigation bar includes 'Favorites', 'Finish', 'Assurance', 'Help', and 'Change Company'. The 'Assurance' menu is expanded, showing options like 'Schedule Assessments', 'Enter Assessment Results', 'Review Corrective Actions', 'Reports', and 'Setup'. The 'Assurance Attributes' section lists various attributes such as 'Assessment Comments', 'Assessment Regions', 'Assessment Stages', 'Assessment Types', 'Assessment Version', 'Assurance Type', 'Auditor', and 'Corrective Action Category' (highlighted in yellow). On the left, the 'Table: Corrective Action Category' is displayed with a search mask and a table with columns 'Row #' and '\*Corrective Action Category'. The table contains six rows: 1. Documentation, 2. Environment, 3. Euthanasia, 4. Facility, 5. Health, and 6. Training.

Once the table comes up click on Add to enter in the new Category and click on Save

The screenshot shows the 'Table: Corrective Action Category' in the MetaFarms.com web application. The table has columns 'Row #', '\*Corrective Action Category', '\*Code', and 'Active'. The table contains 12 rows, with the first 6 rows filled with data: 1. Documentation, 2. Environment, 3. Euthanasia, 4. Facility, 5. Health, and 6. Training. The 'Add' button is highlighted in yellow, and a red arrow points to it. The 'Save (Ctrl-S)' button is also highlighted in yellow. The 'Add Rows' field is set to 1, and the 'Add (Ctrl-A)' button is highlighted in green.

**Selecting what questions you want to have corrective actions:** When you are setting up a question for the form, one of the options is create a corrective action:

Setup Categories and Questions

Questions

+ Add new record

Row	Edit	Question	Sort	Active	Type
1	Edit	Individual pig care.	1	<input checked="" type="checkbox"/>	Pass/Fail
2	Edit	Care of "High Risk" pigs.	2	<input checked="" type="checkbox"/>	Pass/Fail

Question:

Care of "High Risk" pigs.

Sort:

2

Active:

☒

Type:

Pass/Fail

Possible Points:

10.00

Auto Fail:

☒

Required:

☒

Allow N/A:

☐

PDF:

Select

Save

Cancel

Min Value:

Max Value:

Max Animal %:

Point of Emphasis:

☐

Create a Corrective Action:

☒

If that box is checked, it will automatically generate a corrective action if the question is failed.