

Release notes – Notification of Change

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4.9	12th December 2023

Overview

Regulations are frequently amended, and this has the potential to impact any audits that are in-progress. If a regulation is changed during an audit the audit team could be referencing an old version of a regulation, instead of the latest, or current version.

This new feature alerts the audit team of any amendments to regulations that are linked to the checklists that they are using, and provides the choice to either accept the new regulation change, or remain auditing against the linked regulation as it was when the audit started.

A new section called 'Linked Regulation Items' has been introduced. This will display a side-by-side comparison of the regulation change, and provide the audit team with the ability to accept the new version, if appropriate.

What is new?

- A new section titled 'Linked Regulation Items' is displayed in the 'Conduct Audit' phase of an audit.
- The ability to view a side-by-side comparison of the changes.
- An 'update' button allowing the audit teams to accept and update the new regulations to this audit.

Why are we doing this?

When an audit is in-progress, regulation items could become out of date. This functionality will highlight the changes to the audit team, and allow them to take action accordingly.

Who does this affect?

This change affects organisations that are subscribed to regulations managed by Centrik, or those organisations that have created custom regulations. Any audit team performing an audit will have visibility to the 'Linked Regulation Items' section and therefore will be impacted if a change occurs to a regulation when they are conducting an audit.

How do I use notification functionality on my site?

Click [here](#) to see a step by step guide on Regulation 'Notification of change' functionality.

FAQ

Q. How do I accept the changes?

A. After viewing the side-by-side comparison, and it is deemed appropriate to accept these changes then the update button can be clicked in order to accept the changes.

Q. Do I have to accept the changes?

A. No, you can choose to carry on with the audit without accepting the changes.

Q. What happens after I have accepted the changes?

A. After you have accepted the changes, It will update the items to the current version.

Q. How would I know how many items have been updated or changed since starting the audit?

A. The 'Linked Regulation Items section will list the changes.

Q. Will I be able to see and compare the differences?

A. Yes, a split window will be available for you to view and compare the changes.