



How to fill in results
Gram stain, colonies (5040)

Quick guide for result reporting

1. Start from LabScala home page by choosing My Schemes → Fill results → choose correct round.
2. Add Specific Contact, choose Next.
3. Read Instructions, choose Next.
4. Update Sample registration, choose Save & next
5. Reporting results: Answer questions.
6. Save your results as Save as final. Move to next specimen by choosing Next.
7. Validate your results and if needed, update them, finally choose Accept and send results.

Result reporting

The screenshot shows the LabScala web application interface. At the top, there is a navigation bar with a home icon and the following menu items: My Orders, My Schemes (circled in red), My Registry, and Administration. Below the navigation bar, a welcome message reads "LabScala welcomes you!". The main content area is divided into two panels. The left panel, titled "My EQA", contains sections for "MY REPORTS" (with a "Go to Mainio reports" link), "LATEST 3 NOTIFICATIONS" (stating "You have no notifications."), and "MY ROUNDS". The "MY ROUNDS" section displays a table with the following data:

Round entry	Closing date	Response Status	Form	Info
Haemoglobin, POC (1)				
November, 4-2014	24.11.2014	Not sent	LabScala	⚠
Clinical cytology (1)				
October, 2-2014	28.11.2014	Not sent	LabScala	⚠
RS virus, detection (1)				
November, 2-2014	02.12.2014	Not sent	LabScala	
Influenza virus A+B, detection (1)				
November, 2-2014	02.12.2014	Not sent	LabScala	
Herpes simplex 1 and 2, antibodies (4)				
November, 4-2014	04.12.2014	Not sent	LabScala	⚠

The right panel, titled "Shortcuts & messages", contains sections for "SHORTCUTS" and "MESSAGES". Two callout boxes provide instructions: the first points to the "My Schemes" menu item and says "Choose correct EQA round on the front page or by choosing My Schemes, Fill results"; the second points to the "MY ROUNDS" table and says "In the view of the closing schemes the closing date and the status of the scheme can be seen".

Open = eForm open for result filling
Draft = result filling started but results not sent to Labquality
Accepted = results sent to Labquality

Request

- After opening the scheme the request page is opened with the following information
 - **Product:** Here it can be seen what and how much has been ordered (e.g. Gram stain, colonies (2) means 2 sets of samples ordered)
 - **Instructions:** Scheme specific instructions can be read and printed
 - **Pre-analytics:** Sample arrival date, quantity received, sample storage conditions etc.
 - **Analytcs:** analyte-specific results can be filled
 - **Postanalytics:** Validate results
 - **Exit:** Back to the front page
- Also the scheme specific contact information is filled here
 - The contact person receives reminders and important scheme-specific information
 - **At least one contact person needs to be named!**

Welcome to the survey of Gram stain, colonies, January, 1-2015 analysis

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MY ORDERS					
Product	Delivery	Opening	Closing	Status	Form
Gram stain, colonies(2)					
	03.02.2015	03.02.2015	27.02.2015	Ordered	LabScala

MY SCHEME SPECIFIC CONTACTS		
Name	Send E-mail notification to	
tst@test.fi		<input type="button" value="+"/>
		<input type="button" value="✎"/> <input type="button" value="✕"/>

► Coordinator contact information

By pressing the "Next" button
LabScala will automatically move you
forward

Pre-analytics

- In Pre-analytics, the following is asked
 - **Sample arrival date**
 - **Quantity received:** How many sample sets were received
 - **Sample storage condition:** How have the samples been stored before analysis (refrigerator, room temperature, freezer, other)
 - **Sample preparation date:** If done, if not, can be left empty
- Comments can be saved if needed
- Move forward by selecting "Save & next"

Gram stain, colonies, January, 1-2015 pre-analytics

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Sample registration

▼ Sample registration							
Product	Has eForm	Code	Quantity ordered	Sample arrival date	Quantity received	Sample storage conditions	Sample preparation date
Gram stain, colonies, January, 1-2015	Yes	5040	2	02.02.2015	2 <input type="text"/>	+2 ... +8 C <input type="button" value="v"/>	<input type="text"/>

COMMENTS

Save & next

Exit

Results

- In Analytics the analyte-specific results can be filled
- If you have ordered multiple sample sets, the sets can be seen on the top of this view
- If the scheme has multiple samples, the samples are listed on top of the result form (e.g. S001, S002 and S003)

SAMPLE SETS

FirstPrevious1 2NextLast

Sample S001Sample S002Sample S003

▼ Results

Report to the clinician	* Choose	Comment
Gram staining	- Choose ▾	<input type="text"/>
Finding	- Choose ▾	<input type="text"/>
Arrangement / Morphology	- Select - ▾	<input type="text"/>

Method	* Choose	Automated gram staining system / Comment
Staining method	- Choose ▾	<input type="text"/>
Fixing and staining methods	- Choose ▾	<input type="text"/>

COMMENTS

[Back to list](#) [Clear all page data](#)[Save as draft](#) [Save as final](#)

Results – Report to the clinician

- Answer to the questions in the "Report to the clinician" part.
- "Gram staining" and "Finding" are mandatory fields!
- **Note!** Multiple species are not encountered in the specimens
- If needed, you can write comments in the comment fields

Sample S001 Sample S002 Sample S003

▼ Results

Report to the clinician	* Choose	Comment
Gram staining	- Choose ▼	<input type="text"/>
Finding	- Choose ▼	<input type="text"/>
Arrangement / Morphology	- Select - ▼	<input type="text"/>

Method	* Choose	Automated gram staining system / Comment
Staining method	- Choose ▼	<input type="text"/>
Fixing and staining methods	- Choose ▼	<input type="text"/>

COMMENTS

Results - Method

- Choose the correct staining method from the dropdown list. If you choose "Automated gram staining system", please write the name of the system in the comment field.
- Next choose the "Fixing and staining method". If you choose "Other, specify", please specify in the comment field.

The screenshot displays a web form interface for recording laboratory results. At the top, there are navigation buttons: 'First', 'Previous', 'Next', and 'Last'. Below these are tabs for 'Sample S001', 'Sample S002', and 'Sample S003'. The main content area is titled 'Results' and contains several sections:

- Report to the clinician**: A section with a red asterisk indicating a required field. It includes sub-sections for 'Gram staining', 'Finding', and 'Arrangement / Morphology', each with a corresponding input field.
- Method**: A section for recording the staining method. It includes a dropdown menu for 'Staining method' and another dropdown for 'Fixing and staining methods'. The dropdown menu is currently open, showing a list of options: '- Choose -', 'No fixing+Crystalviolet+Carbol fuchsin', 'No fixing+Crystalviolet+Safranine', 'Ethanol+Crystalviolet+Carbon fuchsin', 'Ethanol+Crystalviolet+Safranine', 'Air fixing+Crystalviolet+Safranine', 'Chemical fixation+Kit RAL Stainer Gram+Hücker', 'Heating with hot plate+Acetonespirit+Crystalviolet+Carbol fuchsin', 'Heating with hot plate+Acetonespirit+Crystalviolet+Safranine', 'Heating with hot plate+Crystalviolet+Carbol fuchsin', 'Heating with hot plate+Crystalviolet+Safranine', 'Heating with hot plate+Methanol+Crystalviolet+Safranine', 'Heating with flame+Crystalviolet+Carbol fuchsin', 'Heating with flame+Crystalviolet+Safranine', 'Heating with flame+Methylviolet+Safranine', 'Methanol+Crystalviolet+Carbon fuchsin', 'Methanol+Crystalviolet+Safranine', 'Microwave+Crystalviolet+Safranine', and 'Other, specify; Write in the comment field'. Below the dropdown is a text input field.
- Comment**: A section with three stacked text input fields for providing additional information.
- System / Comment**: A section with a text input field.

Results

- Finally, select
 - "Save as final" if you see the results as being final
 - "Save as draft" if you do not yet want to send in the results. Results are not processed in Labquality
- If you want to edit your data, choose "Edit data"

Sample S001 Sample S002 Sample S003

▼ Results

Report to the clinician	* Choose	Comment
Gram staining	Grampositive	
Finding	Cocci	
Arrangement / Morphology	Diplococcus	

Method	* Choose	Automated gram staining system / Comment
Staining method	Manual	
Fixing and staining methods	Heating with hot plate+Crystalviolet+Safranine	

COMMENTS

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Post-analytics

- Next the user is taken to the result validation
 - **Product:** What part of the process is being validated
 - **Sample set:** Which sample set is being validated
 - **Sample:** Which sample is being validated
 - **Errors:** If there are analyte-specific validation limit errors these are shown here
 - **Last saved:** The user who has saved the results
 - **Date:** Date of last saving
 - **Status:** Status of the results (Accepted, Draft, Error)

Validation results						
Product	Sample set	Sample	Errors	Last saved	Date	Status
Gram stain, colonies	1	Sample S001	OK	Paakkanen, Jaana	02.02.2015 15:57	Accepted
Gram stain, colonies	1	Sample S002	Row "Fixing and staining methods" has incorrect result value. "Choose" value is mandatory.	Paakkanen, Jaana	02.02.2015 16:01	Error
Gram stain, colonies	1	Sample S003	OK	Paakkanen, Jaana	02.02.2015 15:37	Accepted
Gram stain, colonies	2	Sample S001	OK	Paakkanen, Jaana	02.02.2015 15:33	Accepted
Gram stain, colonies	2	Sample S002	OK	Paakkanen, Jaana	02.02.2015 15:37	Accepted
Gram stain, colonies	2	Sample S003	OK	Paakkanen, Jaana	02.02.2015 15:37	Accepted

Accept and send results

Exit

Post-analytics

- The results can be edited by selecting the correct sample
- When all of the states are such that the results can be sent to Labquality, select **“Accept and send results”**
- If you wish not to send the results yet, select **“Exit”**
- The results can be edited as long as the round is open, even if **“Accept and send results”** has been selected

Gram stain, colonies, January, 1-2015 postanalytics

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Validate results

Validation results

Product	Sample set	Sample	Errors	Last saved	Date	Status
Gram stain, colonies	1	Sample S001	OK	Paakkanen, Jaana	02.02.2015 15:57	Accepted
Gram stain, colonies	1	Sample S002	OK	Paakkanen, Jaana	02.02.2015 16:02	Accepted
Gram stain, colonies	1	Sample S003	OK	Paakkanen, Jaana	02.02.2015 15:37	Accepted
Gram stain, colonies	2	Sample S001	OK	Paakkanen, Jaana	02.02.2015 15:33	Accepted
Gram stain, colonies	2	Sample S002	OK	Paakkanen, Jaana	02.02.2015 15:37	Accepted
Gram stain, colonies	2	Sample S003	OK	Paakkanen, Jaana	02.02.2015 15:37	Accepted

Accept and send results

Exit

Exit

- After selecting "Accept and send results" you will be taken back to my schemes list. By choosing "Back" you will be taken back to the front page.

LABSCALA Paakkanen, Jaana 2399 - Client admin English Sign out

My Orders My Schemes My Registry Administration

List of my schemes [Help](#)

▼ My Schemes - 2399 Nortat AS (Active)

Showing entries 1-1 [Total 1] Display: Active

Sub-Program	Scheme	Round	Products ordered	Closing date	Form	Status	
Virology	Rotavirus and adenovirus antigen detection	December, 4-2014	5098(2)	18.12.2014	LabScala	Sent	

[Back](#)

(LQ.02.03)

LabScala buttons



Enables you to save changes on the form



Takes you back to the previous view



Enables you to add some information. In tables it adds a row.



Edit button enables you to edit texts and information



Delete button enables you to delete texts and information



Accept button marks something as being accepted or valid



Lookup button marks a search field where you can enter text to be searched for



List button marks a field where you can search from the background register



To the Home page

Questions?

- In case you have questions, please contact:
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