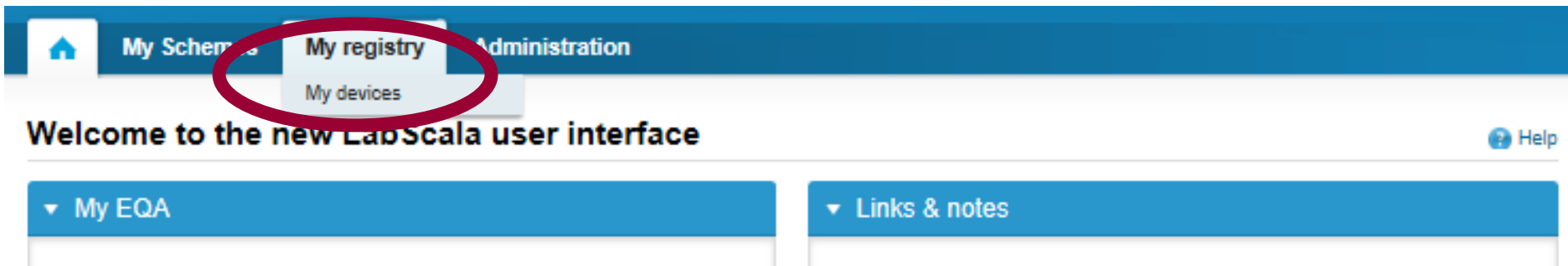




How to fill in results and add your
own devices for
3300 Drugs of abuse screening

Adding your own devices

- By selecting "My devices" under "My registry" in the top header you can fill in your device information even before a round is opened for result filling
- Your devices are ready to be used directly from the eForm, this makes filling your results fast and easy



Own devices

- In your Devices list you are able to see all your devices that you have saved in LabScala
- If you have saved no devices, the list is empty
- Adding devices is done by selecting "New device"

My Schemes My registry Administration

Devices list

Help

▼ Devices

New device

Display: Active ▼

Nickname	Instrument	Manufacturer	Products	Client	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

New device

Adding a device / strip for drug screening

(adding new schemes for existing devices, see page 12)





1. Select the instrument or strip by starting to write the name of the instrument / strip. N.B. If you use a strip, you are asked to select as your instrument the visual reading of that strip
 - E.g. "Nal von Minden visual reading", "Innovacon visual reading", "Labema visual reading", "Sure-Screen visual reading"
 - E.g. "Architect", "Konelab", "Modular"
 - LabScala fills the manufacturer, you do not have to do anything
 - Give a nickname for your device / strip so that you will recognize it on the electronic form
 - Give a start date to your device / strip. N.B. The start date must be before the date of your result analysis!
 - Select the round for which you want to use this device / strip (see picture on next page).





Add a new device

▼ Add a device

Client: 1999 Test new name
Client code: 1999


DEVICE


* Instrument:  
* Manufacturer:  
* Nickname:

* Start date: 07.10.2013  
End date:  
Location:
Client system ID:

USED FOR MEASURING SCHEMES

Product

Drug abuse screening in urine 

Active 

ADDITIONAL INFORMATION

Back Save

Access to the background register

Free text – fields. If something is written, LabScala searches the background register for matches.
Hint! If you write a part of your instrument name you do not need to fill in the manufacturer, LabScala does it for you!

Dropdown menu. Select the scheme in which you want this device to be used. Add it by pressing the Active – plus – sign on the right.

NB! * - marked fields are mandatory!

▼ Modify device

Client: 2399 Test customers

DEVICE

Instrument: Nal von Minden Visual reading

Manufacturer: NAL VON MINDEN

Nickname: * :

Free text field for a device name

* Start date:

Please note! The Start date must be earlier or the same as the Measurement date on the Result form.

Not used after:

This field is not mandatory. The instrument cannot be used after the end-date.

Location:

LQ 3-digit code:

This will show on your client specific report.

Client system ID:

NB! New 3-digit code

▼ Add a device

Client: 1999 Test new name

Client code: 1999

DEVICE

* Instrument:

* Manufacturer:

* Nickname:

* Start date:

End date:

Location:

Client system ID:

USED FOR MEASURING SCHEMES

Product

Active

[\[-\] Drug abuse screening in urine](#)

Display:

Analyte	Definition	Active
Amphetamine		<input type="checkbox"/>
Metamphetamine		<input type="checkbox"/>



1. Add the analyte-specific info by clicking the analyte

Adding reagent information

▼ Add device`s reagent info for Product Drug abuse screening in urine

Nickname: Nallukka
Instrument: Nal von Minden Visual reading
Location:
Client system id:
Device 3 digit code: 001
* Reagent manufacturer: NAL VON MINDEN
* Reagent: Nal von Minden Drug-!

Access to background register

Back



Save



1. Press the list button at the end of the reagent tab to see what "reagents" are available for your device. For strips the reagents are the strips themselves
2. Select the correct one
3. These reagents are now automatically added to all analytes.

Remember to save!

Saving device information

DEVICE

Instrument: Nal von Minden visual reading * Start date: 01.10.2013  

Manufacturer: NAL VON MINDEN End date:  


* Nickname: Location:

Client system ID:



USED FOR MEASURING SCHEMES

Product Active

Drug abuse screening in urine

Display: All 

Analyte	Definition	Active
Amphetamine	NAL VON MINDEN - Nal von Minden Drug-screen dipstest; µg/l	<input checked="" type="checkbox"/>
Metamphetamine	NAL VON MINDEN - Nal von Minden Drug-screen dipstest; µg/l	<input checked="" type="checkbox"/>

ADDITIONAL INFORMATION

After adding the reagent information, remember to save!
Device saved and ready to be used in the
eForms of LabScala!

Adding drugs of abuse to an existing device

- If you have used the same device already on other schemes, just add new scheme and analytes for that device from the dropdown list.
- Open device from the edit button on the right (pencil)
- Choose right scheme from the drop down menu and click + button. Then see slide 9.

USED FOR MEASURING SCHEMES

Product	Active
[+] HbA1c, liquid and lyophilized samples	<input checked="" type="checkbox"/>
[+] Hormones A	<input checked="" type="checkbox"/>
[+] Tumour markers	<input checked="" type="checkbox"/>
- Choose -	<input type="checkbox"/>

ADDITIONAL INFORMATION

Back Save

Filling results

- The easiest way to access open schemes is from "My EQA" on the front page
- In the view of the next 3 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


▼ My EQA

LATEST 3 NOTIFICATIONS

You have no notifications.

MY ROUNDS

Round entry	Closing date	Response Status	Form	Info
Hormones B (1)				
June, 2014	19.06.2014	Not sent	LabScala	
Haemoglobin A1c (1)				
June, 2014	27.06.2014	Open	LabScala	
General chemistry, Daytrol (1)				
June, 2014	30.06.2014	Open	Paper	

 [View all](#)

Filling results

- The eForms can be accessed also from "My Schemes" in the header
 - **Fill results:** access to eForms that are open for result filling
 - **View all:** access to a list of all ordered schemes
 - **View history:** access to a list of closed surveys
 - **Mainio:** other Internet – schemes and e-schemes

The screenshot shows the LabScala user interface. At the top, there is a navigation bar with a home icon and links for "My Orders", "My Schemes", "My Registry", and "My Documents". The "My Schemes" dropdown menu is open, showing options: "Fill results", "View all", "View history", and "Mainio". Below the navigation bar, the text "LabScala welcome" is visible. The main content area is titled "My EQA" and contains three sections: "MY REPORTS" with links for "View reports" and "View reports < 2015"; "LATEST 3 NOTIFICATIONS" with the message "You have no notifications."; and "MY ROUNDS" which includes a table.

Round entry	Closing date	Response Status	Form	Info
Reticulocyte count (7)				
June, 2-2015	10.07.2015	Not sent	LabScala	

Filling results

- After selecting an open scheme the results can be filled
- Result filling is presented as a process:

Welcome to the round of Drug abuse screening and confirmation in urine, June, 2-2015 analysis

[Request](#)>>[Instructions](#)>>[Pre-analytics](#)>>[Analytics](#)>>[Post-analytics](#)>>[Exit](#)

- **Request:** Important round-specific information
 - **Instructions:** Printable instruction letter
 - **Pre-analytics:** sample delivery information
 - **Analytics:** round results
 - **Post-analytics:** Validation of the results
 - **Exit:** Back to the front page
- Access to the next step of the process is gained after the previous step is completed, easiest way is to use green save or next buttons, LabScala takes you automatically to next page that needs to be filled.

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. Hormones A (5) means 5 sets of samples ordered)
 - **Delivery:** samples sent from Labquality
 - **Opening:** Result filling /eForm is opened
 - **Closing:** eForm is closed
 - **Status:** status of the scheme (Open, Draft, Accepted)
- Also the scheme specific contact information is filled here
 - The contact persons receive reminders and important scheme-specific information
 - **At least one contact person needs to be named!**

Welcome to the round of Drug abuse screening and confirmation in urine, June, 2-2015 analysis

[? Help](#)

[Request](#)>>[Instructions](#)>>[Pre-analytics](#)>>[Analytics](#)>>[Post-analytics](#)>>[Exit](#)

MY ORDERS					
Product	Delivery	Opening	Closing	Status	Form
Drug abuse screening in urine(1)					
	01.06.2015	01.06.2015	22.06.2015	Closed	LabScala

MY SCHEME SPECIFIC CONTACTS		
Name	Send E-mail notification to	
test	test@test.fi	 

► Coordinator contact information

Next

Exit

Instructions

- In Instructions the scheme-specific instructions can be read and printed by pressing the "Print instructions" button on the bottom of the page

Drug abuse screening and confirmation in urine, v

Request>>**Instructions**>>Pre-analytics>>Analytics>>Post-analytics>>Exit

7442-Drug abuse screen...

Drug abuse screening in urine

Specimens
Two human liquid urine specimens for in vitro diagnostics use only: S001:LQ744215

The specimens should be analysed as soon as possible after arrival. The specimen

Quality control specimens derived from human urine must be handled with the same

Determinations
The specimens are ready to use. They should be analysed in the same way as patie

Screening method

Print instructions

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"




Drug abuse screening and confirmation in urine, June, 2-2015 pre-analytics

[? Help](#)

[Request>>Instructions>>Pre-analytics>>Analytics>>Post-analytics>>Exit](#)

Sample registration

▼ Sample registration

Product	Has eForm	Code	Quantity ordered	Sample arrival date	Quantity received	Sample storage conditions	Sample preparation date
Drug abuse screening in urine, June, 2-2015	Yes	3300	1	08.06.2015 	1	+2 ... +8 C 	

COMMENTS

Save & next

Exit

Results – how to start

- 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)
- Result filling is started by selecting the measurement date

<<Previous step>>**Drug abuse screening in urine**>>Next step

SAMPLE SETS

First Previous 1 Next Last

Sample S001 Sample S002

▼ Measurement results no. 1 Add result +

Please check the measurement date

* Measurement date	Analyte	* Device	* Instrument	* Reagent	Cut-off	* Result	Unit
07.06.2016	Amphetamine	Labema/011	Labema visual reading	Labema Kasto 10	<input type="text"/>	- Choose	µg/l
<input type="text"/>	Metamphetamine						
<input type="text"/>	Barbiturates						
<input type="text"/>	Cannabinoids						
<input type="text"/>	Cocaine + metabolites						

Results for screening

- Select the device / strip that you saved from the dropdown list in the result form, the instrument and reagents are filled for you
- Give the cut-off – value you use for each specific analyte
- Choose the correct option from the Result (mandatory).

Sample S001 Sample S002






▼ Measurement results no. 1 Add result +


Please check the measurement date

* Measurement date	Analyte	* Device	* Instrument	* Reagent	Cut-off	* Result	Unit
07.06.2016	Amphetamine	Labema/011	Labema visual reading	Labema Kasto 10	<input type="text"/>	Positive	µg/l
07.06.2016	Metamphetamine	Huumeet/003	Pragmatic visual reading	Pragmatic abc Multi 10-44	<input type="text"/>	- Choose - - Choose - Positive Uncertain Negative	µg/l
<input type="text"/>	Barbiturates						
<input type="text"/>	Cannabinoids						

Results for screening

- After you have filled results for all analytes, please answer the question "Do you confirm positive screening results of the patient" (mandatory).
- Finally, select
 - "Save" if you do not yet want to send in the results
 - "Save as final" if you see the results as being final
- From this page you can return to the front page by selecting "Back to list" or clear the whole page by selecting "Clear all page data" (at the end of page).

	metaquaione						
07.06.2016 	LSD	advanced/765 	Advanced Quality visual reading	Advanced quality One Step	<input type="text"/>	Uncertain 	µg/l
	Alpha-PVP						

Do you confirm positive screening results of the patient	Comment
<div style="border: 1px solid #ccc; padding: 2px;"><p>In your own laboratory (by chromatography-mass spectrometry) </p><p>- Choose -</p><p>In your own laboratory (by chromatography-mass spectrometry)</p><p>In another laboratory (by chromatography-mass spectrometry), where?</p><p>We do not confirm them because:</p></div>	<input type="text"/>

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

Results

- If "Save as final" was selected the results are saved and the table is closed. The data can be edited by selecting "Edit data" from the bottom of the page
- By selecting "Next" LabScala takes you automatically to the next sample or sample set to be filled

	Fentanyl						
	Carbamazepine						
	Metaqualone						
07.06.2016	LSD Alpha-PVP	advanced/765	Advanced Quality visual reading	Advanced quality One Step		Uncertain	µg/l

Do you confirm positive screening results of the patient	Comment
In your own laboratory (by chromatography-mass spectrometry)	

COMMENTS

[Back to list](#) [Edit data](#) [Print](#) [Next](#)

Results for screening

- In case you wish to report more than 1 result, please select "Add result" from the right corner of the first result form and another one opens up.

▼ Measurement results no. 1 Add result +

Please check the measurement date

* Measurement date	Analyte	* Device	* Instrument	* Reagent	Cut-off	* Result	Unit
30.01.2015	Amphetamine	Huumeet ▼ 	Pragmatic visual reading	Pragmatic abc2 Combo 12-33	500	Positive ▼	µg/l
30.01.2015	Metamphetamine	Huumeet ▼ 	Pragmatic visual reading	Pragmatic abc2 Combo 12-33	500	Negative ▼	µg/l
30.01.2015	Barbiturates	Huumeet ▼ 	Pragmatic visual reading	Pragmatic abc2 Combo 12-33	500	Positive ▼	µg/l
30.01.2015	Cannabinoids	Huumeet ▼ 	Pragmatic visual reading	Pragmatic abc2 Combo 12-33	500	Negative ▼	µg/l
30.01.2015	Cocaine + metabolites	Huumeet ▼ 	Pragmatic visual	Pragmatic abc2 Combo 12-		- Choose ▼	µg/l

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
 - **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)

Drug abuse screening in urine, June, 2-2016 postanalytics

[? LabScala User instructions](#)

Request>>Instructions>>Pre-analytics>>Analytics>>Post-analytics>>Exit

Validate results

Validation results

Product	Sample set	Sample	Errors	Last saved	Date	Status
Drug abuse screening in urine	1	Sample S001	OK	Tanja Elo	02.05.2016 09:43	Accepted
Drug abuse screening in urine	1	Sample S002	Row "Amphetamine" is incorrect. "Result" is mandatory in form "Measurement no. 1" of sample set no. "1".	Tanja Elo	02.05.2016 10:47	Error

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
- **Please note that only results in "Accepted" status will be taken into result processing!** Please contact Labquality in case you have some problems with the result sending!

Drug abuse screening in urine, June, 2-2016 postanalytics

[? LabScala User instructions](#)

Request>>Instructions>>Pre-analytics>>Analytics>>Post-analytics>>Exit

Validate results

Validation results

Product	Sample set	Sample	Errors	Last saved	Date	Status
Drug abuse screening in urine	1	Sample S001	OK	Tanja Elo	02.05.2016 09:43	Accepted
Drug abuse screening in urine	1	Sample S002	Row "Amphetamine" is incorrect. "Result" is mandatory in form "Measurement no. 1" of sample set no. "1".	Tanja Elo	02.05.2016 10:47	Error

Accept and send results

Exit

Exit

- After selecting "Exit" you will be taken back to the front page:

The screenshot shows the LabScala user interface. At the top, there is a blue header with the LabScala logo on the left. On the right side of the header, there are several dropdown menus: 'Häkkinen, Teija', '1999-Labquality Oy', and 'English'. A 'Sign out' button with a close icon is also present. Below the header is a navigation bar with a home icon and the following menu items: 'My Schemes', 'My registry', 'Administration', and 'Poweruser'. The main content area is titled 'Welcome to the new LabScala user interface' and includes a 'Help' link. The interface is divided into two main columns. The left column is titled 'My EQA' and contains three sections: 'LATEST 2 NOTIFICATIONS' (stating 'You have no notifications.'), 'NEXT 3 CLOSING SCHEMES' (a table with 3 rows), and 'MY REPORTS' (with a link 'Go to Mainio reports'). The right column is titled 'Links & notes' and contains three sections: 'SHORTCUTS' (with links for 'Place orders', 'View reports', 'e-schemes', 'Fill results (Mainio)', and 'Go to Mainio'), and 'IMPORTANT NOTES' (with two notification items regarding postponed rounds).

My EQA

LATEST 2 NOTIFICATIONS

You have no notifications.

NEXT 3 CLOSING SCHEMES

Round	Closing date	Status
Urine Analysis Urine, strip test A, April, 2013	26.04.2013	Draft
Urine Analysis Urine, strip test A, April, 2013	26.04.2013	Draft
Tumour Markers PSA, April, 2013	30.04.2013	Draft

MY REPORTS

Go to Mainio reports

Links & notes

SHORTCUTS

- Place orders
- View reports
- e-schemes
- Fill results (Mainio)
- Go to Mainio

IMPORTANT NOTES

- Round 2530 Troponin I and T and 2540-41 Myocardial markers
Rounds 1-2013 and 2-2013 have been postponed to May-June. Delivery date will be announced later on Delivery calendar (www.labquality.fi).
- Rounds postponed to March - April
2250 Parathyroid hormone, intact
5260 Fungal culture
6700 Diagnostics: Clinical cytology (gyneaeological cytology)

LabScala buttons



Save

Enables you to save changes on the form



Back

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:
 - Tanja Elo
tanja.elo@labquality.fi
+358 9 8566 8215
 - Jonna Pelanti
jonna.pelanti@labquality.fi
+358 9 8566 8211