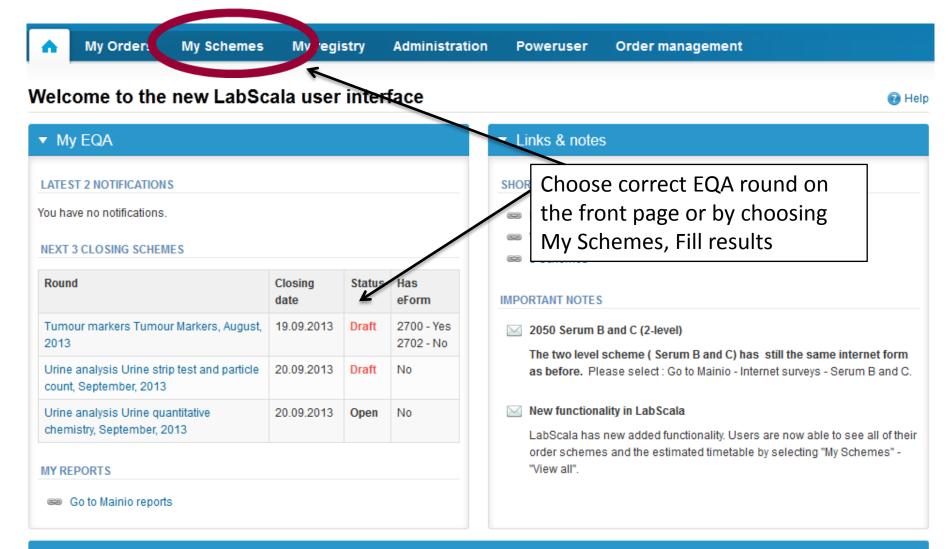


How to fill in results for Clostridium difficile, nucleic acid detection

Quick guide for result reporting

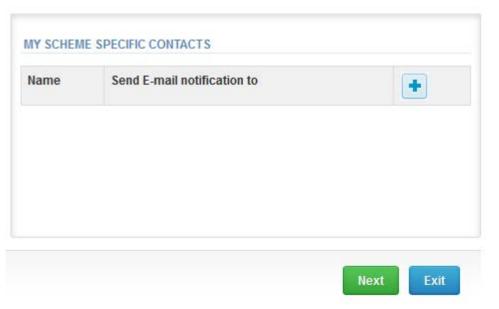
- 1. Start from LabScala home page by choosing My Schemes —> Fill results -> choose the round.
- 2. Add Specific Contact, choose *Next*.
- 3. Read Instructions, choose *Next*.
- 4. Update Sample registration, choose Save & next
- Reporting results: choose your option for the final report and report the possible results for separate test/s.
- 6. Save your results as *Save as final*. Move to next sample by choosing *Next*.
- 7. Validate your results and if needed, update them, finally choose *Accept and send results*.

Result reporting



Filling data

- First add your scheme-specific contact info by pressing plus – sign
- Fill in name and email address and/or phone number
- Save and choose Next



Add scheme contact person



Instructions

- In Instructions the scheme-specific instructions can be read and printed by pressing the "Print instructions" button on the bottom of the page
- The instructions are also attached to the sample delivery



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 performed, otherwise left empty
- Comments can be saved if needed

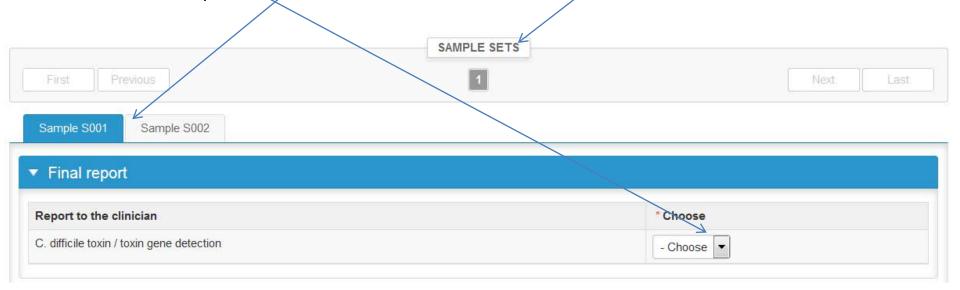
Reguest>>Instructions>>Pre-analytics>>Analytics>>Post-analytics>>Exit

Move forward by selecting "Save & next"

Sample registration Sample registration Product Has Code Quantity Sample arrival Sample storage Sample preparation Quantity conditions eForm ordered date received date Clostridium difficile, nucleic acid Yes 5201 14.02.2017 +2 ... +8 C detection, February, 1-2017

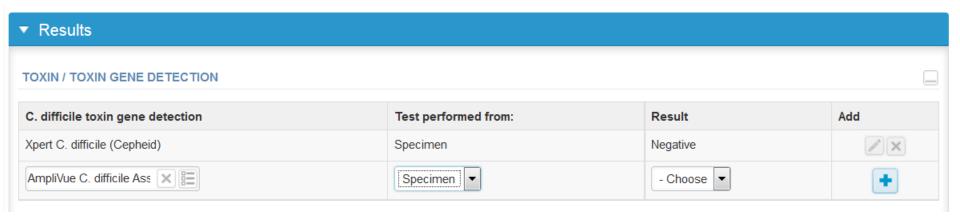
Results – how to start

- In Analytics the results and possible other data are to be recorded
- If you have ordered multiple sample sets, the sets are visible on the top of this view
- The samples are listed on top of the result form (S001 and S002)
- The first stage in the result reporting is to give the Report to the clinician. Choose your option from the dropdown menu.



Results – Toxin gene detection

- Choose your test kit from the menu and report if the test has been performed direct on specimen or on colony (culture).
- Choose the result from the dropdown menu
- Then press the +-button, for the data to be recorded
- You may report multiple results



Results

- Finally, select
 - "Save as draft" if you do not yet want to send in the results. Results are not proccessed in Labquality.
 - "Save as final" if you consider 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"

Back to list Clear all page data

Save as draft

Save as final

- If "Save as final" was selected the results are saved and the table is closed.
 However, 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 in

Back to list Edit data Print

Next

Post-analytics

- Next the user is taken to the result validation
 - Product: the scheme name
 - Sample set: which sample set is being validated
 - Sample: which sample
 - Errors: the possible recording errors 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)

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

Validate results

▼ Validation results						
Product	Sample set	Sample	Errors	Last saved	Date	Status
Clostridium difficile, nucleic acid detection	1	Sample S001	ОК	Yvonne Björkman	16.02.2017 09:41	Draft
Clostridium difficile, nucleic acid detection	1	Sample S002	ОК	Yvonne Björkman	15.02.2017 12:26	Accepted

Post-analytics

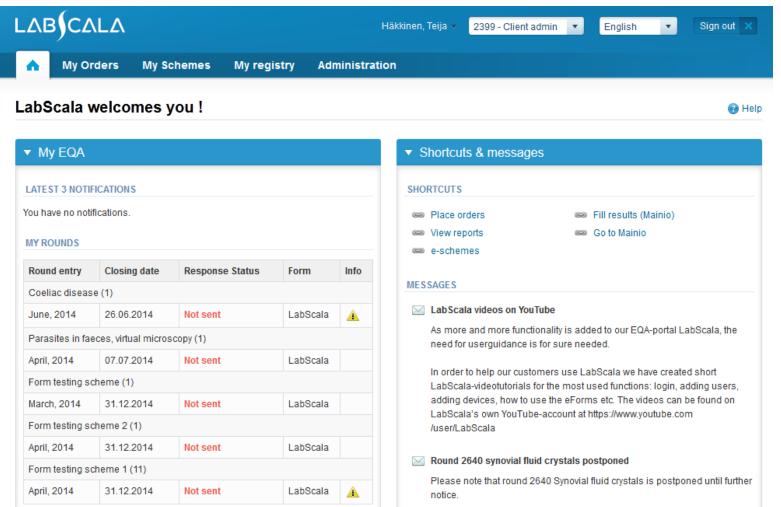
- The results can be edited by selecting the sample
- When you consider that all the data you have recorded can be sent to Labquality select "Accept and send results"
- If you wish not to send the results yet, select "Exit"
- The results can be edited as long as the round is open, even if "Accept and send results" has been selected



Accept and send results Exit

Exit

 After selecting "Exit" you will be taken back to the front page or to the round list:



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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