



How to fill in results

Norovirus, nucleic acid detection

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: choose measurement date, device (or add device if needed) and the correct finding for each analyte.
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 user interface. At the top, there is a navigation bar with the following items: My Orders, My Schemes (circled in red), My Registry, My Documents, and Administration. Below the navigation bar, a welcome message reads "LabScala welcomes you!". To the right, there is a link for "LabScala User instructions".

The main content area is divided into two panels. The left panel, titled "My EQA", contains sections for "MY REPORTS" (with links for "View reports" and "View reports < 2015"), "LATEST 3 NOTIFICATIONS" (stating "You have no notifications."), and "MY ROUNDS". The "MY ROUNDS" section contains a table with the following columns: Round entry, Closing date, Response Status, Form, and Info.

Round entry	Closing date	Response Status	Form	Info
Natriuretic peptides (2)				
January, 1-2017	16.02.2017	Not sent	LabScala	⚠
Hepatitis B, s-antigen antibodies (6)				
January, 1-2017	20.02.2017	Not sent	LabScala	
Bordetella pertussis, antibodies (1)				
January, 1-2017	22.02.2017	Not sent	LabScala	⚠
Borrelia burgdorferi, antibodies, European origin (1)				
January, 1-2017	22.02.2017	Not sent	LabScala	⚠
Coeliac disease (1)				
February, 1-2017	23.02.2017	Not sent	LabScala	⚠

The right panel, titled "Shortcuts & messages", contains a "SHORTCUTS" section with links for "Place orders" and "Fill results (Main)", and a "MES" section with a message icon.

Annotations include a red circle around "My Schemes" in the navigation bar, and arrows pointing from text boxes to the "MY ROUNDS" section and the "Response Status" column header.

Choose correct EQA round on the front page or by choosing My Schemes, Fill results

In the view of the closing schemes the closing date and the status of the scheme can be seen

Fill results = eForm open for result filling

Not sent = result filling started but results not sent to Labquality

Sent = 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. Influenza virus A+B and RS virus, nucleic acid detection (1) means 1 set of samples ordered)
 - **Instructions:** Scheme specific instructions can be read and printed
 - **Pre-analytics:** Sample arrival date, quantity received, sample storage conditions etc.
 - **Analytics:** 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 round of Norovirus, nucleic acid detection, March, 1-2017 analysis

[? LabScala User instructions](#)

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

MY ORDERS

Product	Delivery	Opening	Closing	Status	Form
Norovirus, nucleic acid detection(1)					
	21.03.2017	21.03.2017	13.04.2017		

MY SCHEME SPECIFIC CONTACTS

Name	Send E-mail notification to	
test		<input type="checkbox"/>

► [Coordinator contact information](#)

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

[Next](#) [Exit](#) 4

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"

Norovirus, nucleic acid detection, March, 1-2017 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
Norovirus, nucleic acid detection, March, 1-2017	Yes	5675	1	18.03.2017	1	- Choose -	

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 and S003)
- Result filling is started by selecting the measurement day
- If you want to report additional results from the same specimen, please select the **“Add result +”** and a new result field is opened.



The screenshot shows a web interface for entering results. At the top, there's a 'SAMPLE SETS' header with navigation buttons: 'First', 'Previous', '1', 'Next', and 'Last'. Below this are three tabs: 'Sample S001', 'Sample S002', and 'Sample S003'. The main section is titled 'Results 1' and contains a table with the following columns: '* Measurement date', 'Analyte', '* Device', '* Instrument', '* Reagent', 'Result', 'Unit', and '* Test result'. The first row of the table has the following values: '18.03.2017' (with a calendar icon), 'Norovirus NAT', '-Choose-' (with a dropdown arrow), and empty cells for the other columns. To the right of the table, there is a blue button labeled 'Add result +' which is circled in red. Below the table is a 'COMMENTS' section with a text input area. At the bottom of the page, there are links for 'Back to list' and 'Clear all page data', and buttons for 'Save as draft' and 'Save as final'.

* Measurement date	Analyte	* Device	* Instrument	* Reagent	Result	Unit	* Test result
18.03.2017 	Norovirus NAT	-Choose- ▼					

Results

- Analyte-specific results are filled by selecting a previously filled device from the dropdown list or by selecting "-Add device-"
 - Devices can be also added beforehand from My Registry – My devices
- See instructions starting from slide 10.
- Choose the correct result from the "Test result" dropdown list.

SAMPLE SETS

First Previous 1 Next Last

Sample S001 Sample S002 Sample S003

▼ Results 1 Add result +

* Measurement date	Analyte	* Device	* Instrument	* Reagent	Result	Unit	* Test result
18.03.2017	Norovirus NAT	<div style="background-color: white; padding: 2px;">-Choose- ▼</div> <div style="background-color: #0070c0; color: white; padding: 2px;">-Choose-</div> <div style="background-color: white; padding: 2px;">-Add device-</div>					

COMMENTS

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
- From this page you can return to the front page by selecting "Back to list"
- To continue select "Next"

SAMPLE SETS

First Previous 1 Next Last

Sample S001 Sample S002 Sample S003

▼ Results 1 Add result +

* Measurement date	Analyte	* Device	* Instrument	* Reagent	Result	Unit	* Test result
18.03.2017	Norovirus NAT	flu/RSV/Noro ▼	GeneXpert I	Xpert Norovirus	0,5	--	Negative ▼

COMMENTS

Back to list Clear all page dataSave as draft Save as final

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

Norovirus, nucleic acid detection, March, 1-2017 postanalytics

[? LabScala User instructions](#)

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

Validate results

Validation results

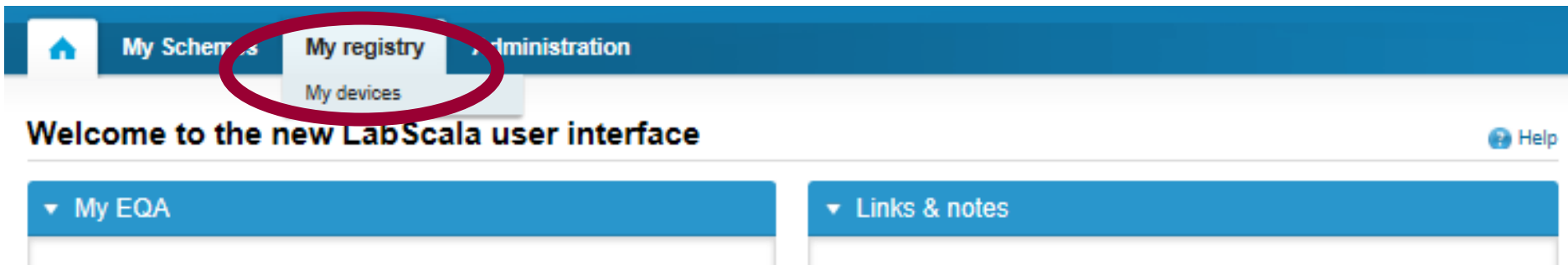
Product	Sample set	Sample	Errors	Last saved	Date	Status
Norovirus, nucleic acid detection	1	Sample S001	OK	Teija Häkkinen	18.03.2017 16:47	Accepted
Norovirus, nucleic acid detection	1	Sample S002	OK	Teija Häkkinen	18.03.2017 16:25	Accepted
Norovirus, nucleic acid detection	1	Sample S003	OK	Teija Häkkinen	18.03.2017 16:47	Accepted

Accept and send results

Exit

Adding your own devices

- There are two ways to add devices in LabScala:
 - 1) By selecting "-Add device-" in the "Analytics" page
 - 2) By choosing "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



Own devices

- Both choices takes you to your "Devices list" where 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"/>

New device


▼ Add a device

Client: 2399 Test customers

Client code:  

Note! Start date must be earlier than the sample analysing date

DEVICE

* Instrument:  


* Manufacturer:  

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:

Client system ID:

1. Choose the manufacturer (Hint: write beginning of the name).
2. Choose instrument.

USED FOR MEASURING SCHEMES

Product

Active



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!

Adding reagent information

USED FOR MEASURING SCHEMES

Product			Active
[-] Norovirus, nucleic acid detection			<input checked="" type="checkbox"/>
Analyte	Definition	Active	
<input type="text"/>	<input type="text"/>	All ▾	<input type="text"/>
Norovirus NAT		<input type="checkbox"/>	<input type="text"/>
- Choose - ▾			<input type="text"/>

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

Adding reagent information

Access to background register

LabScala User Instructions

Add device's secondary information for test Norovirus NAT

▼ Add device's reagent info for Analyte Norovirus NAT

Nickname: Gene
Instrument: GeneXpert IV
Location:

Client system id:

* Reagent manufacturer: CEPHEID
* Reagent: Xpert Norovirus
* Measure unit: --

Back

Save

1. Choose Reagent manufacturer
2. Choose/check Reagent
3. Choose Measure unit

4. Remember to save!

Saving device information

USED FOR MEASURING SCHEMES

Product

Active

[-] Norovirus, nucleic acid detection



Analyte

Definition

Active

All



Norovirus NAT

CEPHEID - Xpert Norovirus; --



- Choose -



ADDITIONAL INFORMATION

N.B. this information will not be read by Labquality, only for your internal notes

Back

Save

After adding the reagent information, remember to save!

Own devices

- If you have used the same device already on other schemes, just add new scheme and analytes for that device from the dropdown list.
- Choose right scheme from the drop down menu and click + button.

USED FOR MEASURING SCHEMES

Product	Active
[+] Influenza virus A+B, detection	<input checked="" type="checkbox"/>
RS virus, detection	<input type="checkbox"/>
Parathyroid hormones	
Parvovirus (B19), antibodies	
Phospholipid antibodies	
Preanalytics, blood gas analyzers	
Preanalytics, clinical chemistry	
Preanalytics, microbiology	
Preanalytics, phlebotomy and POCT	
Pregnancy test	
Prostate specific antigen	
Proteins, immunochemical determinations	
Puumala virus, antibodies	
RS virus, detection	
Reticulocyte count, manual methods	
Rotavirus and adenovirus, antigen detection	

(L.Q.14.01.1)

After adding a scheme, remember to save!

LabScala buttons

A blue rectangular button with the word "Save" in white text.

Enables you to save changes on the form

A blue rectangular button with the word "Back" in white text.

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:
 - Teija Häkkinen
teija.hakkinen@labquality.fi
+358 9 8566 8229
 - Jonna Pelanti
jonna.pelanti@labquality.fi
+358 9 8566 8211