



How to fill in results
Influenza virus A+B and RS virus,
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!". On 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 data:

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 (Mainio)". Below this is a "MES" section with a mail icon.

Annotations with arrows point to the "My Schemes" menu item and the "Response Status" column header in the table.

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.
 - **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 round of Influenza virus A+B and RS virus, nucleic acid detection, January, 1-2017 analysis

[LabScala User instructions](#)

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

The screenshot displays the 'Request' page interface. It features two main panels: 'MY ORDERS' and 'MY SCHEME SPECIFIC CONTACTS'. The 'MY ORDERS' panel contains a table with columns for Product, Delivery, Opening, Closing, Status, and Form. The 'MY SCHEME SPECIFIC CONTACTS' panel contains a table with columns for Name and Send E-mail notification to. A blue navigation bar at the bottom contains a 'Coordinator contact information' link. At the bottom right, there are 'Next' and 'Exit' buttons. A red circle highlights the 'Next' button. A text box is overlaid on the page, stating: 'By pressing the "Next" button LabScala will automatically move you forward'.

Product	Delivery	Opening	Closing	Status	Form
Influenza virus A+B and RS virus, nucleic acid detection(1)				Accepted	LabScala

Name	Send E-mail notification to
test	test@test.fi

► [Coordinator contact information](#)

[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"

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
Influenza virus A+B and RS virus, nucleic acid detection, January, 1-2017	Yes	5670	1	14.02.2017	1 <input type="text"/>	+2 ... +8 C <input type="button" value="v"/>	<input type="text"/>

COMMENTS

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 'SAMPLE SETS'. At the top, there are navigation buttons: 'First', 'Previous', '1', 'Next', and 'Last'. Below this, there are tabs for 'Sample S001', 'Sample S002', 'Sample S003', 'Sample S004', and 'Sample S005'. The 'Sample S001' tab is active. Underneath, there is a section titled 'Results 1' with a blue header bar containing an 'Add result +' button, which is circled in red and pointed to by a black arrow. Below the header is a table with the following columns: '* Measurement date', 'Analyte', '* Device', '* Instrument', '* Reagent', 'Result', 'Unit', and '* Test result'. The table contains three rows of data, all with the measurement date '14.02.2017'. The analytes are 'InfA NAT', 'InfB NAT', and 'RSV NAT'. The 'Device' column contains a '-Choose-' dropdown menu for each row. The 'Instrument', 'Reagent', 'Result', 'Unit', and 'Test result' columns are currently empty.




* Measurement date	Analyte	* Device	* Instrument	* Reagent	Result	Unit	* Test result
14.02.2017	InfA NAT	-Choose-					
14.02.2017	InfB NAT	-Choose-					
14.02.2017	RSV 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 13.
- Choose the correct result from the "Test result" dropdown list.

Sample S001 Sample S002 Sample S003 Sample S004 Sample S005

▼ Results 1 Add result +

* Measurement date	Analyte	* Device	* Instrument	* Reagent	Result	Unit	* Test result
14.02.2017 	InfA NAT	-Choose- ▼					
14.02.2017 	InfB NAT	-Choose-					
14.02.2017 	RSV NAT	-Add device- alere flu/RSV					

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”

Sample S001 Sample S002 Sample S003 Sample S004 Sample S005

▼ Results 1 Add result +

* Measurement date	Analyte	* Device	* Instrument	* Reagent	Result	Unit	* Test result
14.02.2017	InfA NAT	flu/RSV	GeneXpert I	Xpert Flu/RSV XC	<input type="text"/>	--	Negative
14.02.2017	InfB NAT	flu/RSV	GeneXpert I	Xpert Flu/RSV XC	<input type="text"/>	--	Negative
14.02.2017	RSV NAT	flu/RSV	GeneXpert I	Xpert Flu/RSV XC	<input type="text"/>	--	Negative

COMMENTS

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

Results – edit data

- Select "Edit data" if you want to modify your already saved data.

Sample S001 Sample S002 Sample S003 Sample S004 Sample S005

▼ Results 1

* Measurement date	Analyte	* Device	* Instrument	* Reagent	Result	Unit	* Test result
14.02.2017	InfA NAT	flu/RSV	GeneXpert I	Xpert Flu/RSV XC		--	Negative
14.02.2017	InfB NAT	flu/RSV	GeneXpert I	Xpert Flu/RSV XC		--	Negative
14.02.2017	RSV NAT	flu/RSV	GeneXpert I	Xpert Flu/RSV XC		--	Negative

COMMENTS

Back to list **Edit data** Print

Next

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
Preanalytics		Registration	OK	Teija Häkkinen	20.01.2017 17:59	Accepted
Influenza virus A+B and RS virus, nucleic acid detection	1	Sample S001	OK	Jaana Paakkanen	15.02.2017 12:24	Accepted
Influenza virus A+B and RS virus, nucleic acid detection	1	Sample S002	OK	Jaana Paakkanen	08.02.2017 08:54	Accepted
Influenza virus A+B and RS virus, nucleic acid detection	1	Sample S003	OK	Jaana Paakkanen	08.02.2017 08:55	Accepted
Influenza virus A+B and RS virus, nucleic acid detection	1	Sample S004	OK	Jaana Paakkanen	08.02.2017 08:56	Accepted
Influenza virus A+B and RS virus, nucleic acid detection	1	Sample S005	OK	Jaana Paakkanen	15.02.2017 11:00	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

Validation results

Product	Sample set	Sample	Errors	Last saved	Date	Status
Preanalytics		Registration	OK	Teija Häkkinen	20.01.2017 17:59	Accepted
Influenza virus A+B and RS virus, nucleic acid detection	1	Sample S001	OK	Jaana Paakkanen	15.02.2017 12:24	Accepted
Influenza virus A+B and RS virus, nucleic acid detection	1	Sample S002	OK	Jaana Paakkanen	08.02.2017 08:54	Accepted
Influenza virus A+B and RS virus, nucleic acid detection	1	Sample S003	OK	Jaana Paakkanen	08.02.2017 08:55	Accepted
Influenza virus A+B and RS virus, nucleic acid detection	1	Sample S004	OK	Jaana Paakkanen	08.02.2017 08:56	Accepted
Influenza virus A+B and RS virus, nucleic acid detection	1	Sample S005	OK	Jaana Paakkanen	15.02.2017 11:00	Accepted

Accept and send results Exit

Exit

- After selecting "Accept and send results" you will be taken back to my schemes list.

▼ My Schemes - 2399 Test customers (All)

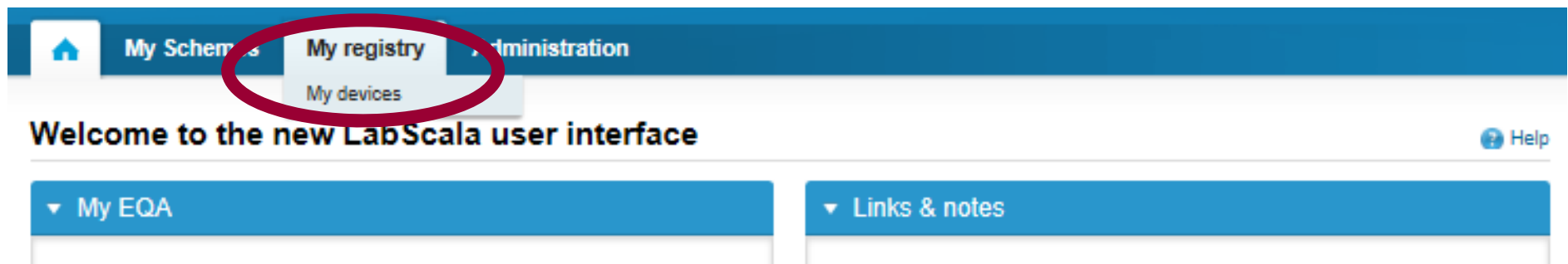
Showing entries 1-2 [Total 2] Display: All ▼

Sub-Program	Scheme	Round	Products ordered	Closing date	Form	Status	
<input type="text"/>	<input type="text"/>	<input type="text"/>	5670	<input type="text"/>	(All) ▼	(All statuses) ▼	
Virology	Influenza virus A+B and RS virus, nucleic acid detection	November, 2-2017	5670(1)	03.12.2017	LabScala	Not started	
Virology	Influenza virus A+B and RS virus, nucleic acid detection	January, 1-2017	5670(1)	10.03.2017	LabScala	Sent	

(LQ.02.03)

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"/>	<input type="text"/>

New device



Add a new device



Help

▼ Add a device


Client:
Client code


DEVICE

* Instrument:  

* Manufacturer:  

* Nickname:

* Start date: 


End date: 

Location:


Client system ID:

USED FOR MEASURING SCHEMES

Product

Hormones A 

ADDITIONAL INFORMATION

Active 

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!

▼ Add a device

Client: 2399 Test customers

Client code:

DEVICE

* Instrument: GeneXpert II

* Manufacturer: CEPHEID

Nickname: *: Xpert2

Free text field for a device name

* Start date: 01.01.2015

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: 001

USED FOR MEASURING SCHEMES

Product

Influenza virus A+B, detection

Active

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

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

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
[-] Influenza virus A+B, detection			<input checked="" type="checkbox"/>
Analyte	Definition	Active	
<input type="text"/>	<input type="text"/>	All <input type="button" value="v"/>	<input type="button" value="q"/>
InfA Ag		<input type="checkbox"/>	
InfB Ag		<input type="checkbox"/>	
InfA NAT		<input type="checkbox"/>	
InfB NAT		<input type="checkbox"/>	

- Choose -

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

Adding reagent information

Add device's secondary information for test InfA NAT

▼ Add device's reagent info for Analyte InfA NAT

Nickname: Xpert2
Instrument: GeneXpert II
Location:
Client system id:
Device 3 digit code: 001

* Reagent manufacturer: CEPHEID

* Reagent: Xpert Flu

* Measure unit: --

(12.14.01.3)

Access to background register

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

[-] Influenza virus A+B, detection

Analyte	Definition	Active	
<input type="text"/>	<input type="text"/>	All <input type="button" value="v"/>	<input type="button" value="Q"/>
InfA Ag		<input type="checkbox"/>	
InfB Ag		<input type="checkbox"/>	
InfA NAT	CEPHEID - Xpert Flu; --	<input checked="" type="checkbox"/>	
InfB NAT	CEPHEID - Xpert Flu; --	<input checked="" type="checkbox"/>	

- Choose -

ADDITIONAL INFORMATION

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

(LQ.14.01.1)

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

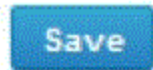
Product	Active
[+] Influenza virus A+B, detection	<input checked="" type="checkbox"/>
RS virus, detection	<input type="checkbox"/>
Parathyroid hormones	
Parvovirus (B19), antibodies	
Phospholipid antibodies	
Preanalytics, blood gas analyzers	
Preanalytics, clinical chemistry	
Preanalytics, microbiology	
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	

Save

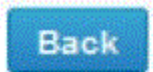
(LQ.14.01.1)

After adding a scheme, remember to save!

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:
 - Jaana Paakkanen
jaana.paakkanen@labquality.fi
+358 9 8566 8236
 - Jonna Pelanti
jonna.pelanti@labquality.fi
+358 9 8566 8211