



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*
5. 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

Welcome to the new LabScala user interface

My Orders **My Schemes** My Registry Administration Poweruser Order management

My EQA

LATEST 2 NOTIFICATIONS

You have no notifications.

NEXT 3 CLOSING SCHEMES

Round	Closing date	Status	Has eForm
<a href="#">Tumour markers Tumour Markers, August, 2013</a>	19.09.2013	Draft	2700 - Yes 2702 - No
<a href="#">Urine analysis Urine strip test and particle count, September, 2013</a>	20.09.2013	Draft	No
<a href="#">Urine analysis Urine quantitative chemistry, September, 2013</a>	20.09.2013	Open	No

MY REPORTS

[Go to Mainio reports](#)

Links & notes

SHORTCUTS

IMPORTANT NOTES

- 2050 Serum B and C (2-level)  
The two level scheme ( Serum B and C) has still the same internet form as before. Please select : Go to Mainio - Internet surveys - Serum B and C.
- New functionality in LabScala  
LabScala has new added functionality. Users are now able to see all of their order schemes and the estimated timetable by selecting "My Schemes" - "View all".

Additional info

# 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

MY SCHEME SPECIFIC CONTACTS

Name	Send E-mail notification to	

Next Exit

## Add scheme contact person

▼ Add/edit scheme contact person

\* Name:

Email:

Phone:

Back

# 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

## Clostridium difficile, February, 1-2017 instructions

[LabScala User instructions](#)

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

Clostridium difficile

### General information

For the round-specific instruction letter please see below "Print instructions".

Print instructions

Next

Exit




# 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
- 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
Clostridium difficile, nucleic acid detection, February, 1-2017	Yes	5201	1	14.02.2017 	1	+2 ... +8 C 	

Save & next

Exit

# 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.








The screenshot displays a software interface for reporting results. At the top, there is a 'SAMPLE SETS' section with navigation buttons: 'First', 'Previous', '1', 'Next', and 'Last'. Below this, there are two tabs: 'Sample S001' (selected) and 'Sample S002'. The main content area is titled 'Final report' and contains a section for 'Report to the clinician'. The text 'C. difficile toxin / toxin gene detection' is entered in the report field. To the right of the text is a dropdown menu labeled '\* Choose' with '- Choose' selected. Blue arrows from the text in the list above point to the 'SAMPLE SETS' label, the 'Sample S001' tab, and 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

TOXIN / TOXIN GENE DETECTION

C. difficile toxin gene detection	Test performed from:	Result	Add
Xpert C. difficile (Cepheid)	Specimen	Negative	 
AmpliVue C. difficile Ass  	Specimen 	- Choose 	



# Results

- Finally, select
  - “Save as draft” if you do not yet want to send in the results. Results are not processed 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	OK	Yvonne Björkman	16.02.2017 09:41	Draft
Clostridium difficile, nucleic acid detection	1	Sample S002	OK	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

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	OK	Yvonne Björkman	16.02.2017 09:44	Accepted
Clostridium difficile, nucleic acid detection	1	Sample S002	OK	Yvonne Björkman	15.02.2017 12:26	Accepted

Accept and send results

Exit

# Exit

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

The screenshot shows the LabScala user interface. At the top, there is a navigation bar with the LabScala logo, user information (Häkkinen, Teija), client information (2399 - Client admin), language (English), and a sign out button. Below the navigation bar, there is a main menu with options: My Orders, My Schemes, My registry, and Administration. The main content area is titled "LabScala welcomes you !" and includes a help icon. The "My EQA" section is expanded, showing "LATEST 3 NOTIFICATIONS" (none) and "MY ROUNDS" with a table of rounds. The "Shortcuts & messages" section is also expanded, showing shortcuts for placing orders, viewing reports, and e-schemes, and messages including one about postponed synovial fluid crystals.

**LABSCALA** Häkkinen, Teija 2399 - Client admin English Sign out

My Orders My Schemes My registry Administration

LabScala welcomes you ! Help

My EQA

LATEST 3 NOTIFICATIONS

You have no notifications.

MY ROUNDS

Round entry	Closing date	Response Status	Form	Info
Coeliac disease (1)				
June, 2014	26.06.2014	Not sent	LabScala	⚠
Parasites in faeces, virtual microscopy (1)				
April, 2014	07.07.2014	Not sent	LabScala	
Form testing scheme (1)				
March, 2014	31.12.2014	Not sent	LabScala	
Form testing scheme 2 (1)				
April, 2014	31.12.2014	Not sent	LabScala	
Form testing scheme 1 (11)				
April, 2014	31.12.2014	Not sent	LabScala	⚠

Shortcuts & messages

SHORTCUTS

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

MESSAGES

LabScala videos on YouTube

As more and more functionality is added to our EQA-portal LabScala, the need for userguidance is for sure needed.

In order to help our customers use LabScala we have created short LabScala-videotutorials for the most used functions: login, adding users, adding devices, how to use the eForms etc. The videos can be found on LabScala's own YouTube-account at <https://www.youtube.com/user/LabScala>

Round 2640 synovial fluid crystals postponed

Please note that round 2640 Synovial fluid crystals is postponed until further notice.

# 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:
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