

Testing Checklist – Abrome v1.1

Last updated: 9-4-2022 by Randy True

Direct any questions to support@floodlamp.bio

Upon Arrival

- ☐ Water bath & amp heater turned on **at least one hour** before starting to process samples
 - Can add boiling water from kettle to speed up the process
 - Change water bath water weekly

During Water Bath Heating

- ☐ Review freezer sensor data to ensure no thawing occurred.
- ☐ Prepare fresh 10% Bleach Solution, preferably daily, but at least every 3 days.
- ☐ Clean Inactivation Table thoroughly - first with 10% bleach, then with 70% ethanol or IPA.
- ☐ Set up Inactivation Table.
- ☐ Verify sufficient 1XISS is prepared (minimum 1 mL per sample, plus extra 5mL) **AND < 2 weeks old**
 - ☐ Otherwise prepare 1XISS: [PDF SOP-101-A_2 1X Inactivation Saline Solution Prep - Table Form - A...](#)
- ☐ Verify sufficient aliquots of RM (one per sample + two for controls, plus extra) **AND not expired** (< 4 weeks old, no visible discoloration)
 - ☐ Otherwise prepare RM: [PDF SOP-102-A_2 Reaction Mix Prep - Table Form - Abrome.pdf](#)
 - ☐ RM in strips-of-8 tubes to be used today can be kept in refrigerator until use
 - ☐ Any additional RM in strips-of-8 tubes should be placed immediately in freezer
 - ☐ Verify that caps are tightly sealed!
- ☐ Verify sufficient test consumables for usage (1 mL tips, 10 uL tips, gloves, wipes, aluminum foil)
- ☐ Intake collection tubes, preferably prior to the cutoff time, or during Amp
 - Ideal would be to intake tubes as people return them, so as to address the uncollected tubes (tubes returned without the collection step completed)
 - Ideally verify receipt of all expected collection tubes from students and staff
 - Note any anomalies (e.g., uncollected tubes)
- ☐ Double check water bath is up to temperature (at least 95°C) before starting to process samples

Running Test

- ☐ Turn off air purifiers before beginning the test procedure. Keep the door closed.
- ☐ Tie back hair (if applicable).
- ☐ Run test:
 - ☐ Longer Training Amp Run Form: [PDF SOP-104-A_1 Test Training - Run Form - Abrome.pdf](#)
 - ☐ Standard Amp Run Form: [PDF SOP-103-A_1 Amplification - Run Form - Abrome.pdf](#)
- ☐ Rerun test on any positive and inconclusive sample(s) in triplicate using the same inactivated sample(s) kept in the refrigerator.
- ☐ After running the test and any reruns, if any pools have returned positive or inconclusive results:
 - ☐ Communicate **referrals** to participants in those pools:
 - ☐ [PDF Surveillance Program Results Communications Guidelines.pdf](#)
 - ☐ Enact your internal protocols accordingly.

Cleanup

- ☐ Return cold blocks to the freezer.
- ☐ Return pipettes, tip boxes, racks.
- ☐ Check that all thawed inactivation solution bottles & vials are covered in foil.
- ☐ Discard sample tubes from refrigerator (neg. in trash, pos. in bag in bottom freezer).
- ☐ Turn off heaters.
- ☐ Empty tip buckets and clean them with bleach and ethanol.

Weekly Checklist – Abrome – v1.1

Last updated: 9-2-2022 by Gary Withey

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- ☐ Change water in water bath weekly.
 - Preferable to use distilled water.
- ☐ Update complete Inventory according to schedule as agreed with FloodLAMP staff.
- ☐ Check Expiration dates of reagents.
- ☐ Empty trash bins.
- ☐ OPTIONALLY: Prepare reaction tubes for the week, and freeze.

State Of Readiness Checklist – Abrome – v1.1

Last updated: 9-2-2022 by Gary Withey

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The following should be in place at all times to ensure smooth operation of the lab:

- ☐ Glove boxes BOTH in assay prep area AND amplification area (keep separate glove supplies).
- ☐ Wipes present (one active, plus extra on supply shelf).
- ☐ Empty Tip box filled with strip tubes (fill tip box + half source box).
- ☐ Falcon Tubes Filled with strip tube caps (two full falcon tubes, + half source box).
- ☐ 1.5mL tubes closed and in cleaned, labeled cryobox (1 active box, Next box fully ready).
- ☐ At least 5 blank Amp run forms, and at least 1 spare of both table forms (1X ISS & RM).
- ☐ Pens and markers clean and in proper place.
 - ☐ Pens tested and functional.
- ☐ Spare tube of inactivation solution in freezer.
- ☐ Freezer thermometer tested and functional.
- ☐ Old non-significant samples clear from fridge.
- ☐ Tip buckets empty.