BLIS-KENYA V2.5

A joint initiative of C4G @ Georgia Tech, the CDC,

@iLabAfrica - Strathmore University, Association of Public

Health Laboratories (APHL) and participating countries

Standard Operating Procedures (SOP)

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Sample Collection

Receive Request

If you don't see the request among the listed, SEARCH for the patient using the PATIENT NUMBER or the PATIENT NAME as captured below. Press 'Enter' after giving the search value



Receive the request using the 'Receive request' button on the far right of the row to get the following display



After submitting the details using 'Submit' button, the following will appear to confirm successful submission



Accepting a Specimen

Once you have received the request, you'll need to check the specimen for acceptance.



If acceptable, press the 'Accept' button to be directed to the following page.



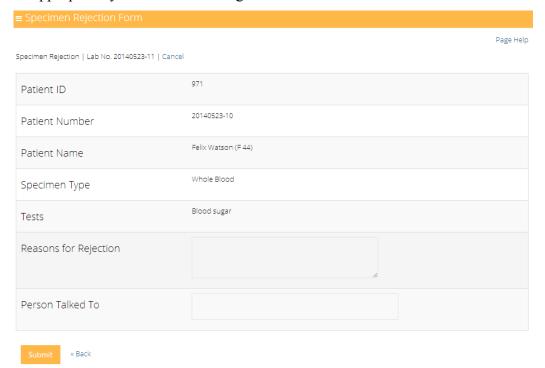
You'll get the specimen number in the format: PAR-0001. PAR identifies the laboratory section the specimen shall be worked on and 0001 represent the actual specimen identifier. Label the specimen with that specimen number provided. Sort the specimens ready for dispatch to the sections.

Rejecting a Specimen

A specimen may fall short of the standards required for a test, might be unlabeled, insufficient or due to other reasons. If so, search for the specimen and on the corresponding row of the specimen, press the 'Reject' button.



Fill in the form appropriately and submit it using the 'submit' button



You have successfully rejected the specimen as captured below.



Testing

Starting a Test

Search for the patient, test or specimen OR filter using the dropdown under 'Status' select box for 'Pending.



Click on the 'Start test' button

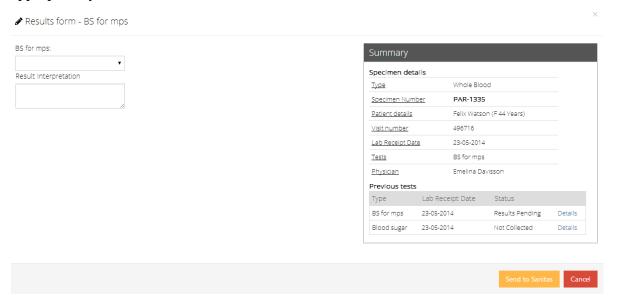
The status will change to 'Started' as captured



Proceed to perform the test

Entering Test Results

Once through with the tests and results are out, Search the patient or specimen. Go to the corresponding row and click on 'Enter results' A pop-up form will be provided to be filled in appropriately.

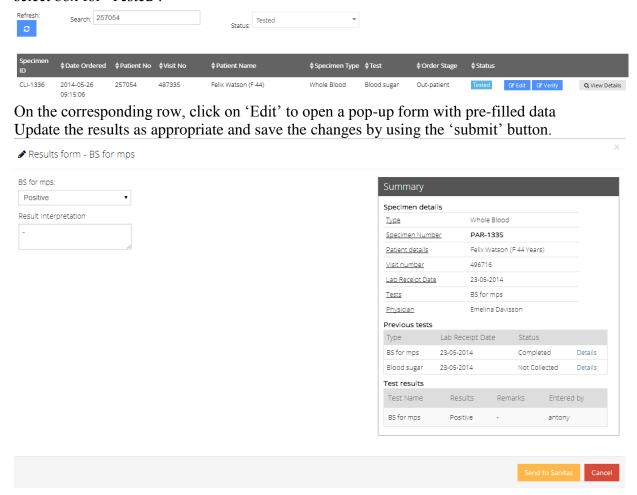


Once done, submit the results using the 'Submit' button to get the following confirmation



Editing Test Results

Search for the patient, test or specimen OR simply filter using the dropdown under 'Status' select box for 'Tested'.

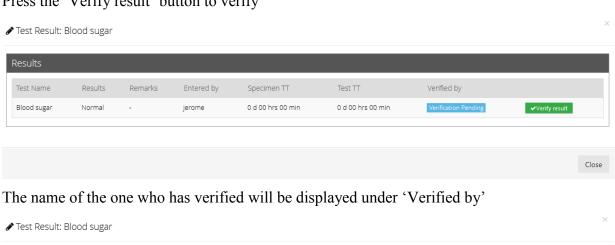


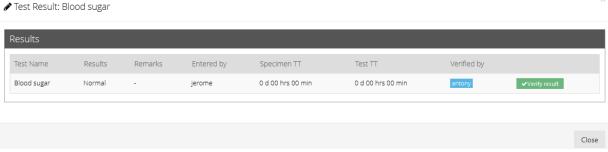
Results Verification

Specific heads of lab sections are assigned results verification privileges.



To verify results, press the 'Verify' button and the following pop-up will be displayed Press the 'Verify result' button to verify





Close to see the verified status

CLI-1336 2014-05-26 257054 487335 Felix Watson (F 44) Whole Blood Blood sugar Out-patient Verified View Results Q View Details

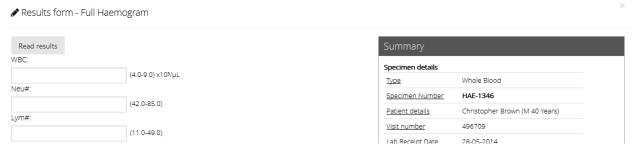
Full Haemogram Test on celltac F machine

Search for the visit number or (patient number or patient name)

Click start test an perform the test

On the celltac F machine; press **Print Results** button to send the results from the Celltac F machine to the computer

On the computer; HAE-1346 2014-05-28 261290 496709 Christopher Brown (M 41) Whole Blood Full Haemogram In-patient Started Q View Details Click Enter results to get the results entry pop-up To enter results sent from the celltac F machine, Click Read results button



The results will be loaded as shown



Scroll to the bottom of the pop-up and Click **Send to Sanitas** button to submit the results



Culture and sensitivity test

LAB CONFIGURATION SET UP BY THE SYSTEM ADMINISTRATOR

On the side menu Click Test catalog and under it Click Test Types



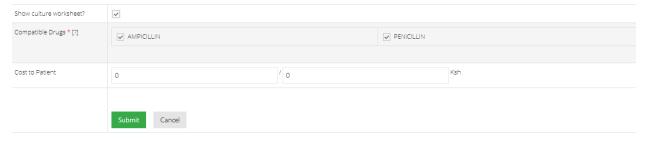
Search for the test name (in this case; **HVS for culture and sensitivity**) by typing all or part of it and press **Enter**



Click Edit and scroll down to Show culture worksheet? Option



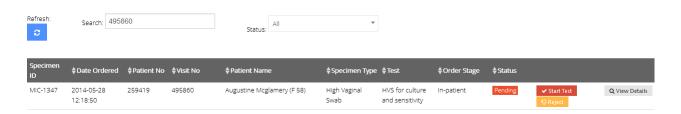
Check the Show culture worksheet? Box to load the drugs and check appropriately



Click submit to save

LAB TECHNICIAN'S GUIDE

Search for the visit number or (patient number, patient name or test)



Click start test and start performing the test

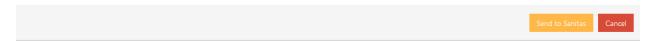


Click **Enter Results** to open the results entry form

For the Observations and work-up; add the observation and click **save** on the right of the entry to save it



Enter other values available at the time and (scroll down to see) click **Send to Sanitas** to save the whole form



After which you will see the status of **tested** for that entry



To enter additional observations and values click **Edit,** and after changing and/or entering new values, click **Send to Sanitas** to save