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)

Contents

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.

Specimen ID	Date Ordered	Patient No	Visit No	Patient Name	Specimen Type	Test	Order Stage	Status		
	2014-03-14 10:58:57	257054	496716	Reyna Tessman (F 44)		BS for mps	In-patient	Not Collected	⚙ Accept	🔍 View Details

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

Specimen ID	Date Ordered	Patient No	Visit No	Patient Name	Specimen Type	Test	Order Stage	Status		
	2014-03-14 10:58:57	257054	496716	Reyna Tessman (F 44)		BS for mps	In-patient	Pending	✔ Start Test	🔍 View Details

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.

Specimen ID	Date Ordered	Patient No	Visit No	Patient Name	Specimen Type	Test	Order Stage	Status		
CLI-1336		257054	487335	Felix Watson (F 44)	Whole Blood	Blood sugar	Out-patient	Not Collected	⚙ Accept ⚙ Reject	🔍 View Details

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

≡ Specimen Rejection Form

Page Help

Specimen Rejection | Lab No. 20140523-11 | Cancel

Patient ID	971
Patient Number	20140523-10
Patient Name	Felix Watson (F 44)
Specimen Type	Whole Blood
Tests	Blood sugar
Reasons for Rejection	
Person Talked To	

Submit   « Back

You have successfully rejected the specimen as captured below.

Specimen ID	Date Ordered	Patient No	Visit No	Patient Name	Specimen Type	Test	Order Stage	Status		
CLI-1342	2014-05-26 13:45:15	257054	487335	Felix Watson (F 44)	Whole Blood	Blood sugar	Out-patient	Rejected	🔍 View Details	🖨 Print Report

Testing

Starting a Test

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

Specimen ID	Date Ordered	Patient No	Visit No	Patient Name	Specimen Type	Test	Order Stage	Status		
PAR-1335	2014-05-23 16:04:34	257054	496716	Felix Watson (F 44)	Whole Blood	BS for mps	In-patient	Pending	✔ Start Test	Q View Details

Click on the 'Start test' button

The status will change to 'Started' as captured

Specimen ID	Date Ordered	Patient No	Visit No	Patient Name	Specimen Type	Test	Order Stage	Status		
PAR-1335	2014-05-23 16:04:34	257054	496716	Felix Watson (F 44)	Whole Blood	BS for mps	In-patient	Started	✏Enter Results	Q View Details

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.

✏ Results form - BS for mps   ×

BS for mps:

[▼]

Result Interpretation

[   ]

Summary

Specimen details

Type	Whole Blood
Specimen Number	**PAR-1335**
Patient details	Felix Watson (F 44 Years)
Visit number	496716
Lab Receipt Date	23-05-2014
Tests	BS for mps
Physician	Emelina Davisson

Previous tests

Type	Lab Receipt Date	Status	
BS for mps	23-05-2014	Results Pending	Details
Blood sugar	23-05-2014	Not Collected	Details

Send to Sanitas   Cancel

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

Specimen ID	Date Ordered	Patient No	Visit No	Patient Name	Specimen Type	Test	Order Stage	Status			
PAR-1335	2014-05-23 16:04:34	257054	496716	Felix Watson (F 44)	Whole Blood	BS for mps	In-patient	Tested	☑ Edit	☑ Verify	Q View Details

Editing Test Results

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

| Refresh: | Search: 257054 | | | Status: | Tested ▾ | | | |

Specimen ID	⇕ Date Ordered	⇕ Patient No	⇕ Visit No	⇕ Patient Name	⇕ Specimen Type	⇕ Test	⇕ Order Stage	⇕ Status
CLI-1336	2014-05-26 09:15:06	257054	487335	Felix Watson (F 44)	Whole Blood	Blood sugar	Out-patient	Tested ✎ Edit ✎ Verify Q View Details

On the corresponding row, click on 'Edit' to open a pop-up form with pre-filled data
Update the results as appropriate and save the changes by using the 'submit' button.

✎ Results form - BS for mps   ×

BS for mps:
[Positive ▾]

Result Interpretation
[-]

Summary

Specimen details

Type	Whole Blood
Specimen Number	PAR-1335
Patient details	Felix Watson (F 44 Years)
Visit number	496716
Lab Receipt Date	23-05-2014
Tests	BS for mps
Physician	Emelina Davisson

Previous tests

Type	Lab Receipt Date	Status	
BS for mps	23-05-2014	Completed	Details
Blood sugar	23-05-2014	Not Collected	Details

Test results

Test Name	Results	Remarks	Entered by
BS for mps	Positive	-	antony

Send to Sanitas   Cancel

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

The name of the one who has verified will be displayed under 'Verified by'

Close to see the verified status