BIO-RAD MONTHLY QC PROCEDURE

Safety Message

Use universal precautions when handling patient samples or human source quality control material.

Purpose

To outline the procedure for the monthly extraction of QC data from analyzers, Remisol or logs, and entry of QC summary data into Bio-Rad web based QC program (www.qcnet.com).

Policy

- QC chart and summary data of previous month:
  - Extract from analyzer if on-board QC storage exist.
  - For analyzers without on-board QC storage, data is extracted from Remisol (Extended Quality Control files) data base or logs.
- Extracted QC data is reviewed by the section manager.
- Summary data is entered into Unity Web™ 2.0 program (www.qcnet.com) before the 7th day of the month for peer data comparison.
- Generate and review the QC report for the previous month around the 15th of the current month.

QC DATA EXTRACTION:

Procedure: DXC800 QC Data Summary and Chart Extraction

Step	Action
1	From the main menu click on the QC icon.
2.	Select the control name of the file to be extracted: • 1LC1 • 1LC2 • PED • U1 • U2 • CSF L-1 • CSF L-2 • AMM/ETOH L-1 • AMM/ETOH L-3 • BR1 MULTIQUAL-1 • BR3 MULTIQUAL-3 • CM1 • CM3
3.	Click on Summary (F6)
4.	Enter QC Date Range
5	Click "OK"
6.	Click on Chart (F7)
7.	Click "OK"
8.	Repeat steps 2 to 7 until all BioRad QC has been printed for the month.

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Procedure

DxI600 QC Data Summary and Chart Extraction

Step	Action
1	From the main menu click on the QC icon.
2.	Click on the QC and level (one file at a time): • CM1:BNP2 • CM3:BNP • CM1:CKMB • CM3:CKMB • CM1:TnIDx • CM3:TnIDx • HCG5-Q1:HCG5 • HCG5-Q2:HCG5 • HCG5-Q3:HCG5 • S-IMMQC-1:PTHIO • S-IMMQC-2:PTHIO • S-IMMQC-3:PTHIO

3.	At QC Chart and Data screen:
	• Filter (F1)
	  ○ Enter date range
	• Print:
	  ○ Chart-OK (F1)

4.	Repeat Step #2 to #3 until all QC files are printed.

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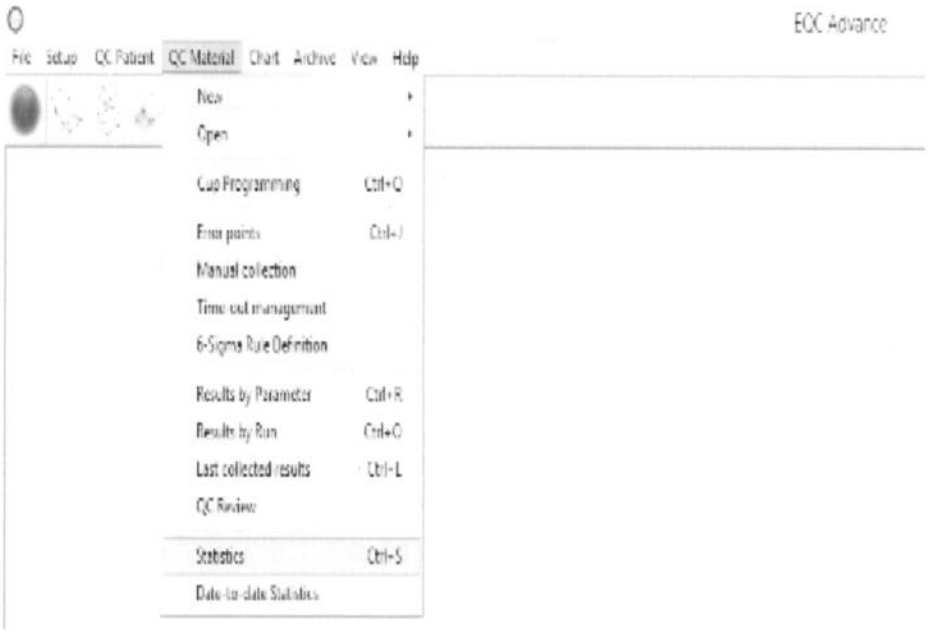
Procedure
EQC Data Summary Extraction

Step	Action
1.	From the QC Material Menu, Select Statistics 
2.	From the drop down window, select the desired report and click print. 

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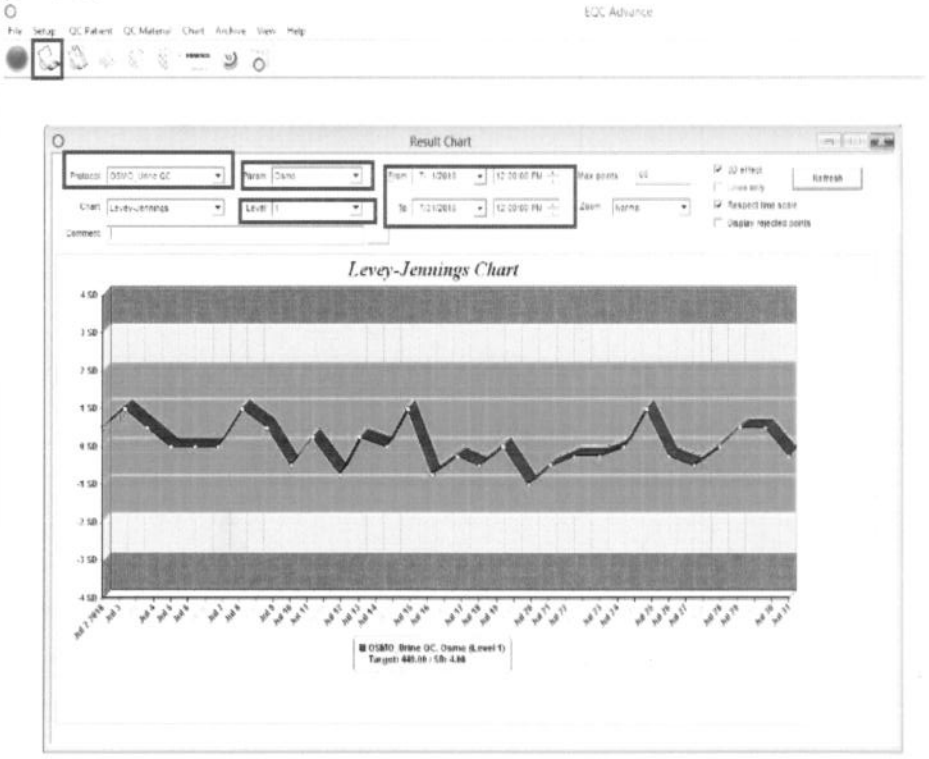
Procedure
EQC
Chart Data
Printing

Step	Action
1	Select Chart then Result chart 
2	Select the protocol to print, enter the desired level, date, time and click print icon. 

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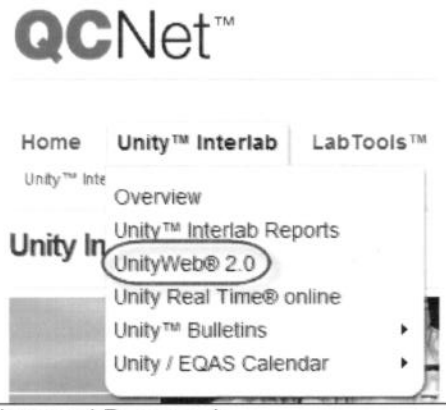
BIO-RAD QC DATA ENTRY:

Procedure
Bio-Rad
Data Entry

Step	Action
1	Log on to UnityWeb™ • http://www.qcnet.com • Type in your Login ID and Password • Click Login • Point to Unity™ Interlab and then click UnityWeb™ 2.0 
2.	Type in User and Password: 
3.	Select "Enter/Import QC data: 

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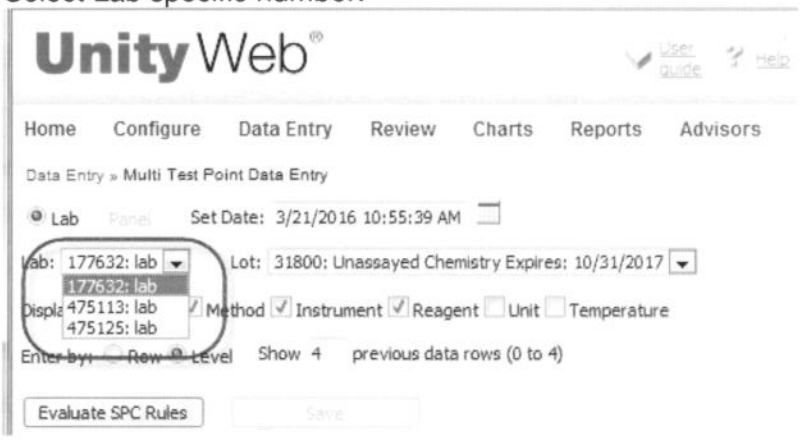
Procedure
Bio-Rad
Data Entry

Step	Action
4.	Select "Multi Test Summary Data Entry" 
5.	Set date of data accumulation period: 
6.	Select Lab specific number:  Note:

177632	Model 3320 Osmometer: Blood and Urine Osmo Roche ACL 9180: Ionized CA
475113	DXC800 #1 DxI600 #1
475125	DXC800#2 DxI600 #2

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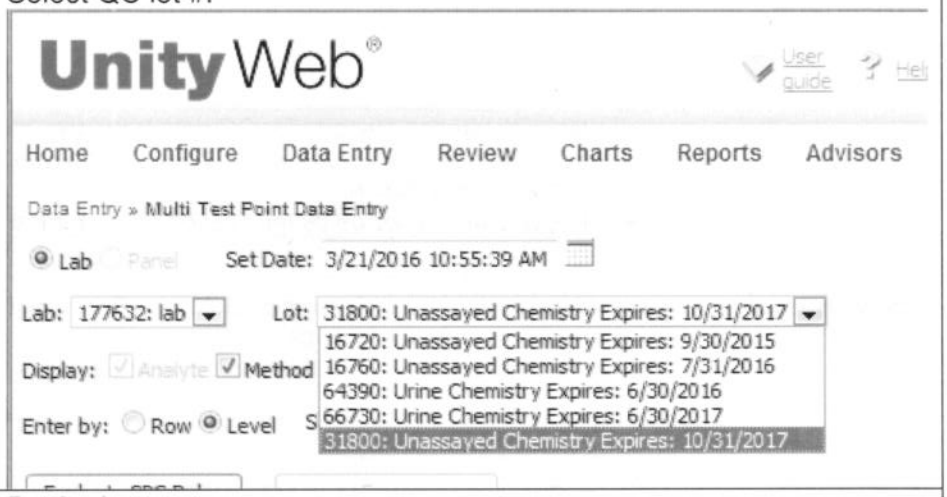
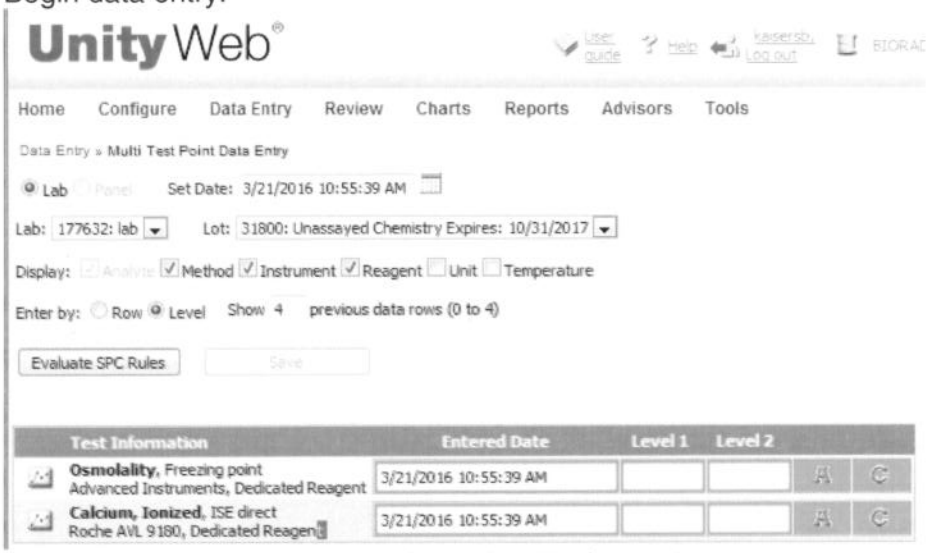
Procedure
Bio-Rad
Data Entry

Step	Action
7.	Select QC lot #:

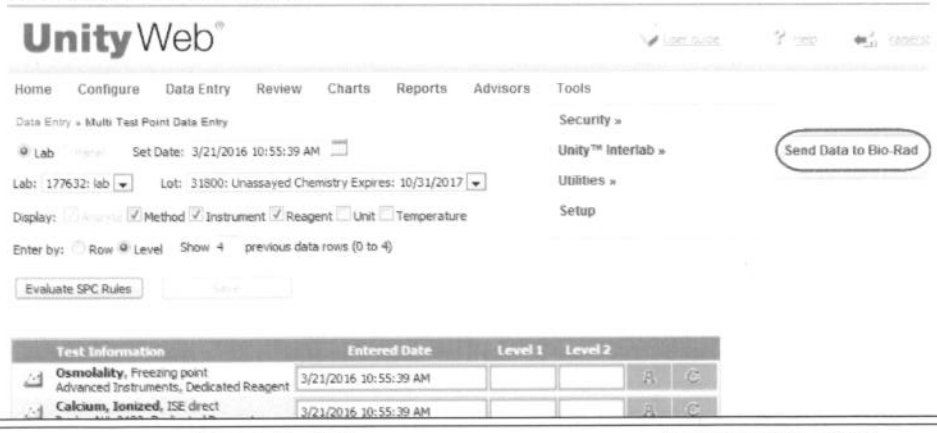


8.	Begin data entry:



IMPORTANT: Click SAVE after entry

9.	Send data to Bio-Rad:



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Procedural Notes

- Contact person for issues with BioRad site is Chris Kanis. He can be reached by phone or e-mail:
  - 1-800-854-6737. X1270, #2
  - Chris_Kanis@Bio-Rad.com
- Unity™ Interlab Reports for QC data from previous month can be generated from the http://www.qcnet.com/QCNET/UnityReports.aspx site around the 15th of the current month.
- Reports are reviewed by the section manager monthly.

References

- UnityWeb™ 2.0.Reference Guide for Easy QC Data Management.Bio-Rad Laboratories.June 2008.
- EQC User Guide for Remisol Advance version 1.9, March 2013.

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Document History Page

Change type: New, Major, Minor etc.	Changes Made to SOP – describe	Signature responsible person/date	Laboratory Operations Director Reviewed/Date	Laboratory Medical Director Reviewed/Date	Date change implemented
New		A. Dabir 8-15-07	N. Muneno 08-14-07	R.H. Doshi, MD 08-26-07	08-26-07
Major	Updated: • Lab # reflecting change in analyzers. • Analyzer list: Replaced Access2 analyzers with DxI600s • Bio-Rad contact: Replaced Beverly Street (Bio-Rad tech support contact) with Chris Kanis. • Procedure to reflect version change to QCWeb® 2.0	M.Acosta 03-21-16	J.Wolf 03-31-16	S.Wirio MD 04-14-16	04-14-16
Major	Updated: • Removed LMS procedure steps for QC data and summary extraction. • Added EQC procedure steps for QC data and summary extraction.	8-6-18	8.7.18	8/7/18	8/7/18