Processing QUALITY CONTROL for IQAP (*Insight*)

Policy

Quality control files for the Sysmex XN Check/XN Check BF Controls are uploaded automatically to the Sysmex Insight Quality Assessment Program on the Sysmex website daily. The data is used for evaluation and comparison with other XN analyzers. The Interlaboratory Quality Assurance Program (IQAP) is a service provided by Sysmex Corporation. The IQAP report provides interlaboratory comparison indicating precision and accuracy relative to peer data.

Uploading QC data can also be done monthly by the Hematology manager or a CLS with advance operator access.

Procedure

OCI Laboratory maintains an SNCS™ connection, the QC results are transmitted automatically to *Insight* after each run. There is no need to batch upload the data to *Insight*.

Data will be managed in the XN-IPU and in *Insight*. See *Insight* User Manuals (Attachment A) for detailed instructions.

If no SNCS™ connection is available for up-to-the-minute submission, then QC data will need to be batch upload to *Insight*.

Follow steps below to upload data manually:

Step	Action
1	Insert flash drive into USB port on the IPU's hard drive.
2	Select the QC file you want to output, click **[File]**, **[Output in Sysmex *Insight*]**. Save the file to the flash drive.
3	Repeat for each file needing *Insight* submission.
4	Properly eject the flash drive from the IPU.
5	At a networked PC, establish connection with the *Insight* program via www.sysmex.com/us and submit the data. Note: See *Insight* User Manuals (Attachment A) for detailed instructions.

REVIEWING the IQAP REPORT

The Hematology supervisor reviews the IQAP report for accuracy and precision, investigates possibility of system error and documents results of investigation on the IQAP report. For detailed instructions, please refer to Insight Participant Report Guide (Attachment B).

Attachments

A. Insight Managing QC Instructions MKT-40-1103
B. Insight Participant Report Guide 1090-TS Rev4

Document History Page

Change type: New, Major, Minor etc.	Changes Made to SOP – describe	Name of responsible person/date	Med. Dir. Reviewed/ Date	Lab Manager reviewed/ date	Date change Implemented
New	Procedure for new XN instruments.	Julius Salomon, 7/1/17			