

Beaumont

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Applicability Dearborn

Dearborn Laboratory Auto Technical Importing Calibrator data in Architect c System

Document Type: Procedure

I. PURPOSE AND OBJECTIVE:

Perform this procedure to import calibrator set data from a USB drive to the SCC (system control center).

II. PROCEDURE:

NOTE: There is no limit to the number of calibrator lots that can be configured. To delete calibrator lot data, see "Change photometric assay calibrator settings" in the c System user manual.

- A. **Prerequisite** Access the Configuration screen -Quality Control - Calibration (QC-CAL) settings view
- B. **Module status** Stopped, Ready, or Running
- C. **User access level** System administrator
- D. To import calibrator data:
 1. Select **Calibrator set** from the **QC - Cal categories** list on the Configuration screen.
 2. Select the desired calibrator set from the **Calibrator sets** list and then select **F6 - Configure**. The Configure calibrator set window displays.
 3. Select the **Lot number** list button and then select **Import**
 4. Perform one of the following:
 - a. If using electronic media, insert the USB drive and select **OK**.

- b. For Abbott mail users, select **OK** or **Cancel**.
 - c. The available calibrator files from Abbott mail and electronic media display in the Import lot file selection window.
5. Select the desired data file and then select **Done**.
 - a. The Assign assays for calibrator set window displays.
 - b. Data for all calibrator levels is imported for assays with the following import statuses:
 - i. OK
 - ii. Assigned – System
 - iii. Assigned – User
6. No data is imported for assays with the following import statuses which are displayed in highlighted text:
 - a. Cal Set Mismatch
 - b. No Assay
 - c. Previously Defined
 - d. Units Mismatch

See Descriptions of import statuses in the c System user manual, to resolve these statuses and import data for these assays.
7. Select **Done** to return to the Configure calibrator set window.
8. Select **Done** to save the imported data.

Approval Signatures

Step Description	Approver	Date
Medical Director	Jeremy Powers: Chief, Pathology	6/14/2022
Policy and Forms Steering Committee Approval (if needed)	Michelle Alexander: Medical Technologist Lead	6/9/2022
Policy and Forms Steering Committee Approval (if needed)	Gail Juleff: Project Mgr Policy	6/9/2022
	Kimberly Geck: Dir, Lab Operations B	6/9/2022

Applicability

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