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.

Attachments

No Attachments

Approval Signatures

Step Description	Approver	Date
Medical Director	Muhammad Arshad: Chief, Pathology	10/29/2024
Medical Director	Jeremy Powers: Chief, Pathology	10/29/2024
Policy and Forms Steering Committee Approval (if needed)	Michelle Alexander: Medical Technologist Lead	10/29/2024
	Christopher Ferguson: Dir, Lab Services	10/14/2024
	Helga Groat: Supv, Laboratory	10/11/2024
	Kristen DiCicco: Mgr, Laboratory	10/8/2024
	Katherine Persinger: Mgr, Laboratory	10/8/2024
	Ashley Beesley: Mgr, Laboratory	10/3/2024
	Michelle Alexander: Medical Technologist Lead	10/3/2024

Applicability

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