
	<p style="text-align: center;">Medtronic HMS Plus Hemostasis Management System Version 4.0 PRO-POCT-LAB-23</p> <p style="text-align: center;">Formerly PPB-NCBH-LAB-775-23</p>	Dept:	Point of Care Testing
		Effective Date:	04/2011
		Revised Date:	07/2016
		Contact:	Department of Pathology Clinical Laboratory Section on Point-of-Care Testing
Greg Pomper, MD, Clinical Laboratory Medical Director, Point-of-Care Testing		Date Approved:	7/22/16
Signature/Date: 			

I. General Procedure Statement:

The Clinical Laboratory at Wake Forest Baptist Medical Center (WFBMC) is responsible for overseeing explicitly identified non-waived laboratory testing (as defined by CLIA) performed in clinical areas by non-lab personnel. Specific testing sites have been identified and included under the CLIA certificate of the WFBMC Clinical Laboratories for a highly complex lab. Testing policies and procedures must meet all regulatory guidelines established by CLIA and the accreditation standards established by the College of American Pathologists (CAP). This document is intended to ensure that all lab testing is performed according to manufacturer's recommendations and that each employee follows the same quality control and patient testing procedures. Information not discussed in this procedure may be found in the Medtronic HMS Plus Operator's Manual and related package inserts for the cartridges and quality control (QC) materials. All testing should have a documented physician order or follow a documented protocol.

A. Scope:

This document establishes procedures and guidelines for assuring quality of Point-of-Care Testing (POCT) results obtained from the Medtronic HMS Plus test device. Non-Waived POCT sites covered by the Clinical Laboratory CLIA certificate shall adhere to processes outlined in this document.

1. Responsible Department/Party/Parties:

- a. **Procedure Owner:** Clinical Laboratory Point-of-Care Testing Manager/Coordinator
- b. **Procedure:** Non-Waived POCT sites covered by the Clinical Laboratory CLIA certificate shall adhere to processes outlined in this document.
- c. **Supervision:** The Medical Director for Point-of-Care Testing shall supervise the person(s) performing activities outlined in this document.
- d. **Implementation:** Each applicable POCT site manager is responsible for ensuring compliance with processes stated in this document.

II. Definitions:

- A. **Point-of-Care Testing (POCT)**—defined as tests designed to be used at or near the site where the patient is located, that do not require permanent dedicated space, and that are performed outside the physical facilities of the clinical laboratory.
- B. **Non-Waived Tests**—Tests of moderate or high complexity as designated by the FDA.
- C. **Clinical Laboratory Improvement Amendments (CLIA)**—United States federal regulatory standards that apply to all laboratory testing performed on humans.

- D. **College of American Pathologists (CAP)**—Accrediting agency for the WFBMC Clinical Laboratory. Point-of-Care sites included on the CLIA certificate of the Clinical Laboratory are accountable to standards set forth by CAP.
- E. **Quality Control (QC)**—processes to ensure the test system is performing as expected.
- F. **Quality Assurance (QA)**—a system for ensuring a desired level of quality. The POCT program incorporates activities to monitor the quality of processes and the test system.
- G. **Quality Improvement (QI)**—activities implemented to improve the quality of processes
- H. **Proficiency Testing (PT)**—Unknown samples sent to a lab/test site by a Centers for Medicare and Medicaid Services (CMS) approved PT program.
- I. **Normal (Reference) Range:** The range of values for the average patient population.
- J. **Erroneous:** containing error, mistaken, incorrect, wrong
- K. **Analyzer/Device:** For the purposes of this document, refers to Medtronic HMS Plus instrument

III. Principle:

Results may vary with different ACT methods and clot activators. EXTREME caution should be used if there is a need to switch between ACT methods and clot activators. (For example, Medtronic to Hemochron or i-STAT)

The HMS Plus Hemostasis Management Systems is a microprocessor-based, multi-channel, clot detection system. It employs an automated dispensing mechanism for introduction of whole blood samples into single use test cartridges. The endpoint of the test is clot formation. This is detected by the change in drop rate of the plunger/daisy assembly of each test cartridge channel. This change in drop rate is detected by a photo-optical system, and the clotting time for each channel is recorded.

The HMS Plus performs the following tests, which are used in the management of patients receiving heparin.

A. Heparin Dose Response (HDR):

The patient's activated whole blood clotting time is measured at baseline (without heparin) and in the presence of 1.70 and 2.84 units/ml of heparin. The difference in these clotting times is the in-vitro response of the patient's blood to heparin (slope). Results from the Heparin Dose Response test include: the patient's baseline ACT and the projected heparin concentration (based on the patient's blood volume, the dosing protocol, and extracorporeal circuit parameters). The HMS Plus also calculates the amount of heparin required to reach the target ACT and Projected Heparin Concentration. The slope of the ACT clotting times is used to determine the patient's response to heparin, and help identify patients who are potentially sensitive or resistant to heparin.

B. Heparin Assay (HPT):

The Heparin Assay by Heparin-Protamine Titration (HPT) determines the quantitative amount of heparin present in a blood sample by titration with protamine sulfate. Known quantities of protamine added to each cartridge channel react with the heparin present in the patient's blood sample. The amount of heparin present is determined based on the titration relationship between heparin and protamine. The HMS Plus uses this information to indicate additional heparin required to maintain the patient at the required heparin level. The instrument also calculates the amount of protamine sulfate required to neutralize the heparin.

C. High Range ACT (HR-ACT):

The High Range ACT is a functional measure of the intrinsic and common pathway of the coagulation mechanism. Activation of Factor XII is initiated by surface contact with an activator (in this case, kaolin). The reagent concentration is optimized to produce a linear response to increasing amounts of heparin in high concentrations, consistent with the amounts required during coronary bypass procedures.

IV. Procedure

A. Reagents, Supplies

1. Equipment:

- (a.) Medtronic HMS Plus
- (b.) Medtronic HEPtrac™ Electronic Control
- (c.) Temperature Verification Cartridge
- (d.) Certified minimum/maximum device to monitor temperature and humidity

2. Materials:

- (a.) 3 ml Monoject® Syringes supplied by Medtronic
- (b.) 19 gauge blunt needles (1-7/16 inch) supplied by Medtronic
- (c.) HMS Plus Thermal printer paper
- (d.) HMS Plus salvage reservoir cups

3. Test Cartridges:

- (a.) **HDR (HMS Plus Heparin Dose Response):** a six-channel cartridge that contains kaolin activator and calcium suspended in HEPES buffer with sodium azide as a preservative. Channels 1 and 2 contain USP porcine heparin at a concentration that gives 2.84 units of anticoagulant activity per milliliter of blood. Channels 3 and 4 contain heparin at a concentration that gives 1.70 units of anticoagulant activity per milliliter of blood. There is no heparin added to channels 5 and 6.
- (b.) **HPT (HMS Plus Heparin Assay Cartridges):** four or six-channel cartridges containing thromboplastin diluted in buffer as an activator with sodium azide as a preservative. US Pharmacopoeia grade protamine sulfate is added to the cartridge channels using a neutralization ratio that is precisely calibrated for each lot of protamine. **The first HPT cartridge should NOT be tested until heparin bolus has circulated for 3 to 5 minutes.**

The table below lists HPT cartridges available from Medtronic. Not all cartridges listed are used at WFBMC.

Cartridge Color	Heparin Conc. Range (mg/kg)	Heparin Conc. Range (units/ml)
Red	0.0-0.9	0.0-1.2
Yellow	0.0-1.5	0.0-2.0
Tan	1.5-3.0	2.0-4.1
Silver	2.0-3.5	2.7-4.8
Blue	2.5-4.0	3.4-5.4
Green	3.5-5.0	4.8-6.8
Orange	0.0-2.5	0.0-3.4
Gold	1.5-4.0	2.0-5.4
White	2.5-5.0	3.4-6.8
Purple	4.5-6.0	6.1-8.2
Black	3.5-6.0	4.8-8.2

(c.) **HR-ACT (HMS Plus High Range ACT):** a two-channel cartridge that contains kaolin activator and calcium suspended in HEPES buffer with sodium azide as a preservative.

(d.) **Cartridge Preparation:**

- **HDR:** Cartridges should be gently shaken or tapped to re-suspend the kaolin and pre-warmed in the heat block of the HMS Plus for at least 3 minutes prior to using. **Do NOT pre-warm for more than 1 hour.**
- **HPT:** Gently shake or tap the cartridge before use. Pre-warming of the HPT cartridge is not required. **Do NOT pre-warm for more than 1 hour.**
- **HR-ACT:** Cartridges should be gently shaken or tapped to re-suspend the kaolin and pre-warmed for at least 3 minutes in the heat block of the HMS Plus. **Do NOT pre-warm for more than 12 hours.**

(e.) **Performance Parameters:**

- **HDR:** Between channel pair (1&2, 3&4, 5&6) variation should not exceed $\pm 12\%$ of the average of the paired channels.
- **HPT:** Due to the United States Pharmacopeia (USP) tolerances of heparin and protamine, test accuracy is typically within $\pm \frac{1}{2}$ channel, or 0.34 units/ml. Heparin concentrations that neutralize between two channels may clot in either of the two channels. In cases where 2 channels clot simultaneously, the HMS Plus will default to the lower concentration. HPT cartridge clotting times should fall between 30 and 249 seconds. Clotting in all channels in less than 30 seconds may occur when the blood sample is activated. Clotting times of greater than 249 seconds may occur if the heparin level of the specimen is higher than the cartridge range, if the cartridge has expired, or was handled or stored improperly. Any sample that detects in channel 1 should be repeated, since channel 1 reflects the lowest amount of heparin that can be measured for a given cartridge. It cannot be assumed that detection in channel 1 reflects the amount of heparin for channel 1. There may actually be less heparin present than the value for channel 1. Testing should be repeated using a cartridge with a lower measurement range.
- **HR-ACT:** HR-ACT cartridges, in the clotting time range of 0 – 600 seconds, typically do not exceed a variation of $\pm 12\%$ of the average of the cartridge channels. In subjects with extreme sensitivity to heparin, an activated clotting time in excess of 600 seconds is generally not considered to be adequately reliable to predict heparin effect by coagulation times.

(f.) **Storage Requirements:** Do not re-refrigerate cartridges once stored at room temperature. Expiration dating should be clearly noted on the cartridges and control materials. Supplies should never be used after the indicated expiration date. Do not use cartridges or control materials when the expiration date cannot be determined.

- All cartridges should be stored in their original packaging for reference to the appropriate expiration date. Do not use cartridges that have exceeded their expiration date.

- **HDR:** HDR cartridges may be stored refrigerated (2° to 10°C) or at room temperature (10° to 25°C). Refrigerated cartridges are stable until the indicated expiration date on the box. Cartridges removed from the refrigerator and kept at room temperature must be used within a week of removal from the refrigerator or by the room temperature expiration date, whichever is shorter.

Do not use cartridges that have evidence of evaporation or contamination.

DO NOT FREEZE HDR CARTRIDGES.

Cartridges are labeled with a freeze indicator. Upon receipt, check monitor to ensure cartridges were not exposed to freezing temperatures.

- **HPT:** HPT cartridges may be stored refrigerated (2° to 10°C) or at room temperature (10° to 25°C). Refrigerated cartridges are stable until the indicated expiration date on the box. Cartridges removed from the refrigerator and kept at room temperature must be used within a week after removing from the refrigerator, or by the room temperature expiration date, whichever occurs first. Do not use cartridges that have evidence of evaporation or contamination.

- **HR-ACT:** HR-ACT cartridges are stable at either refrigeration or room temperature (2° to 25°C) until the expiration date. Do not use cartridges that have evidence of evaporation or contamination.

DO NOT FREEZE HR-ACT CARTRIDGES

Cartridges are labeled with a freeze indicator. Upon receipt, check monitor to ensure cartridges were not exposed to freezing temperatures.

B. Safety

1. Safety Equipment and Procedures

- (a.) Gloves
- (b.) WFBMC approved safety re-sheathable needles
- (c.) Safety Shield-(Face or Stand Alone Shield) is provided.
- (d.) Gloves should be worn while collecting or analyzing any patient sample or liquid QC material. Gloves should be worn while performing any function on the Medtronic HMS, including cleaning, maintenance, and performing quality control (QC) checks.
- (e.) Treat all blood samples, proficiency test materials, and quality control materials as a biohazard. Use Standard Precautions!
- (f.) Biohazard waste containers should be available for disposal of used cartridges or other blood/sample contaminated non-sharp equipment.
- (g.) All sharps should be discarded in WFBMC-approved biohazard sharps containers.
- (h.) Germicidal wipes, fresh 10 % bleach, or WFBMC-approved disinfectant should be used to decontaminate analyzers.

- (i.) When the Medtronic HMS is used in a sterile environment, such as an OR suite, the analyzer and all supporting equipment should be disinfected prior to and after use in the OR suite.
2. **The Medtronic HMS analyzer and related supplies should never come in contact with a patient.**
3. The analyzer **must be cleaned between each patient.**
4. Follow all WFBMC safety and infection control policies and procedures.

C. Specimen Collection and Handling—Gloves should be worn

1. **Patient Preparation**—There is no patient preparation
2. All specimens must be labeled/identified in the presence of the patient. Follow all applicable WFBMC policies related to patient identification.
3. **All tests:** Blood may be obtained either by venipuncture or from arterial or venous access lines. See instructions below.
 - (a.) **Venipuncture Collection:** The venipuncture must be fast and non-traumatic. The first 2 to 3 ml of blood should be collected in a separate syringe and discarded in order to prevent contamination of the test sample with tissue activator (thromboplastin) and reduce the potential for erroneous results. Blood should flow quickly into the syringe.
 - (b.) **Indwelling Catheter Collection:** Blood should not be taken from heparinized indwelling catheters or other anticoagulated lines without thoroughly flushing the lines so a sample can be drawn that is representative of the patient.

Using separate, single use syringes, collect at least 5 ml or 6 dead space volumes of blood and discard prior to collection of the test sample in order to eliminate the risk of dilution and contamination of the sample with heparin from the catheter or line.

Note: Due to smaller patient blood volumes of pediatric and neonate patients, these waste volumes may not apply.
 - (c.) **All institutional policies and procedures for specimen collection should be followed.**
4. **Heparin Dose Response (HDR):** Specimens for HDR testing should be free of heparin and tissue thromboplastin. See instructions, above, for venipuncture and indwelling catheter access. **The sample should be drawn prior to vein harvesting and other invasive procedures to ensure a clean sample and to avoid the potential for erroneous results.**
5. **Specimen Type:**
 - (a.) Fresh whole blood is required.
 - (b.) Blood is collected in a 3 ml Monoject® syringe that is supplied with the cartridges.
 - (c.) **Note: Use only the 3 ml syringes and blunt tip needles supplied by Medtronic.**
 - (d.) Minimum sample volume requirements:
 - HDR --3.0 ml
 - HPT (4 channel)--1.5 ml
 - HPT (6 channel)--2.5 ml
 - HPT and HR-ACT--2.5 ml
6. **Handling Conditions:**
 - (a.) Specimens should be tested as quickly as possible following sample collection.
 - (b.) **HDR:** Test within 60 seconds of collection, since the patient is unheparinized.

(c.) HPT and HR-ACT: Test within 60 seconds of collection when there is no anticoagulant on board. Test within 2 minutes when the patient is heparinized.

D. Calibration: Not Applicable

E. Quality Control: Quality Control testing for the HMS Plus is performed using liquid controls or a combination of liquid and electronic (HEPtrac™) controls. According to the CLIA guidelines, controls for coagulation procedures should be performed every eight hours of patient testing. *The Medtronic analyzer and test cartridges should Never be used for patient testing until appropriate quality control procedures are performed and results are within acceptable limits.*

1. **Electronic Control:** Performed each 8 hours of patient testing. The HEPtrac™ is a software controlled mechanical verification cartridge that checks the following functions of the HMS Plus: flag sensor function, reagent delivery, flag release force, flag height and clotting time ranges. The HEPtrac™ is used to identify instruments that are no longer in calibration. The HEPtrac™ control may be run from any screen by inserting the device and pressing START/STOP key. Results will always be stored as a quality control test, and automatically print at the completion of the test. Results are documented when transmitted to the Medtronic HMS Plus data management system. Contact Medtronic Tech Support for assistance in resolving unacceptable electronic quality control values. Document all troubleshooting actions on the Medtronic HMS Plus Problem Log.

Note: Before performing an electronic quality control test, the serial number of the HEPtrac™ must be entered as a cartridge lot number.

2. **Liquid Controls:** Two levels of Liquid controls should be tested each 7 days on each cartridge type and each analyzer in use. Liquid controls are performed for the High Range ACT and the Heparin Assay (HPT) Test. When used in conjunction with the HEPtrac™ electronic control, liquid controls should be performed every seven days and with a change in cartridge lot number.

Note: Before performing a quality control test, valid lot numbers and expiration dates for both cartridges and controls must be entered. In the case of the HR-ACT controls, the ranges for the controls must also be entered.

(a.) HR-ACT: Two levels of liquid control (the CLOTtrac® HR normal and abnormal controls) are performed for the HR-ACT. CLOTtrac® controls are prepared from sheep whole blood and are packaged with vials of deionized water for reconstitution.

- **Storage and Stability:** Store controls in the refrigerator, between 2° and 10°C. Controls are stable until the expiration date on the package when stored at refrigeration temperatures. CLOTtrac® controls are stable for 1 hour following reconstitution.
- **Preparation:**
 - Remove controls and deionized water diluent from the refrigerator and bring to room temperature for approximately 10 minutes.
 - Add 1.8 ml of deionized water to the lyophilized sheep blood.
 - Allow at least 10 minutes for adequate rehydration. DO NOT AGITATE OR MIX UNTIL COMPLETELY REHYDRATED.
 - Shake the control vigorously to mix until the red blood cells are uniformly dispersed and the control is completely reconstituted.

(b.) Control Testing:

- i. **To perform the control test, the HMS Plus must be in the Quality Control menu.**
- ii. Gently shake the HR-ACT cartridge to re-suspend the kaolin and pre-warm the cartridge for 3 minutes.
- iii. Enter your user specific User ID.
- iv. Fill a 3 ml Monoject[®] syringe with the reconstituted control, prime the needle and place the filled syringe and needle into the dispenser of the HMS Plus. Lock in place.
- v. Press the START/STOP key, the HMS Plus reads the cartridge code and a normal/abnormal selection screen appears.
- vi. Press the appropriate key to select either the normal or abnormal control.
- vii. Pressing the START/STOP key again initiates the test. The HMS Plus dispenses the appropriate amount of sample (0.40ml/channel), and automatically performs the required 300-second incubation when QC testing is initiated from the Quality Control menu.
- viii. Quality control data will be stored in the Quality Control log as long as the test is initiated from the Quality Control menu. Results are documented when transmitted to the Medtronic HMS Plus data management system.
- ix. **Acceptable Limits HR-ACT:** Refer to lot specific package insert for acceptable limits. Both channels and the average should be within acceptable limits and channels should agree +/-10% for the normal control and +/-12% for the abnormal control.

(c.) HPT: Controls for the Heparin Assay (HPT) Test contain lyophilized sheep plasma and USP reference porcine mucosal heparin. Five levels of HPT controls are available; each is color-coded and is matched to the appropriate colored cartridge. Deionized water for reconstitution is packaged with the lyophilized controls.

- **Storage and Stability:** Store controls in the refrigerator, between 2° and 10°C. Controls are stable until the expiration date on the package when stored at refrigeration temperatures. Controls are stable for 2 hours at either room temperature or refrigerated following reconstitution.
- **Preparation:**
 - Remove controls and deionized water diluent from the refrigerator and bring to room temperature for approximately 10 minutes.
 - Add 2.5 ml of deionized water to the lyophilized plasma.
 - Allow at least 3 minutes for adequate rehydration. **DO NOT AGITATE OR MIX UNTIL COMPLETELY REHYDRATED.**
 - Mix gently by swirling.

(d.) Control Testing:

- i. To perform the control test, the HMS Plus must be in the Quality Control menu.
- ii. Insert the appropriate HPT cartridge into the HMS Plus heat block. Press the START/STOP key, the HMS Plus reads the cartridge code and displays the control required.
- iii. Fill a 3 ml Monoject[®] syringe with the reconstituted control, prime the needle and place the filled syringe and needle into the dispenser of the HMS Plus. Lock in place.
- iv. Enter your user specific User ID.
- v. Pressing the START/STOP key again initiates the test. The HMS Plus dispenses the appropriate amount of sample into each channel. **Note: the HPT and HR-ACT controls cannot be run simultaneously, due to the required incubation step for the HR-ACT control.**
- vi. When the test is completed the following information is displayed: heparin concentration, the channel that detects, and the clotting time of that channel.
- vii. Quality control data will be stored in the Quality Control log as long as the test is initiated from the Quality Control menu. Results are documented when transmitted to the Medtronic HMS Plus data management system.
- viii. **Acceptable Limits HPT:** Channels should read less than (<) 249 seconds. Use appropriate control for cartridge type (color) tested.

(e.) HDR: There are not specific controls for the Heparin Dose Response Test (HDR). It is recommended that the following information be tracked for quality assurance purposes.

(1.) Actions

- i. Regularly trend patient data for consistent long term performance.
- ii. Slope and channel reproducibility should be documented.

3. Printing the Quality Control Test History: The HMS Plus stores the last 100 quality control results in the order in which they were performed. Tests may be sorted by several categories before printing. From the "Main Menu" select "Quality Control Menu". Press the "Quality Control Test History" key. From the "Quality Control Test History" screen select the result sort category.

(a.) Sort by Total Days: when selected a second screen appears with a prompt for entering the number of calendar days (from 1-30). Press "Enter" and then the "Print" key. The screen changes to "Printing QC Results". The status of the search and print appears on the screen. When printing is complete the HMS Plus will return to the "Quality Control Test History Menu" screen.

(b.) Sort by Test Results (ACT, HPT, HEPtrac): The appropriate test is selected from the "Quality Control Test History" screen. When "Enter" is pressed a second screen is displayed that indicates the specific test requested. Press the "Print" key to initiate printing of the QC results. The screen changes to

“Printing QC Results”. The status of the search and print appears on the screen. When printing is complete the HMS Plus will return to the “Quality Control Test History Menu” screen.

If no test results are stored in the system for the selected category, a message will be displayed that indicates this condition.

4. Liquid Quality Control (QC) Remedial Action

- Confirm expiration dating on cartridges and QC materials to ensure they are not expired.
- Repeat liquid QC test procedures using fresh QC material. Pay close attention to sample handling. Carefully follow manufacturer instructions.
- **If LQC values are still unacceptable, do NOT use the analyzer or cartridges for patient testing.**
- Contact Medtronic Tech Support for assistance.
- Document all troubleshooting actions on the Medtronic HMS Plus Problem Log.

F. Maintenance: All maintenance procedures must be documented on the Medtronic HMS Plus Monthly Maintenance Log.

- 1. Routine Cleaning:** The analyzer should be disinfected between each patient case. Clean the exposed surfaces of the actuator and dispenser and the instrument case using a WFBMC-approved germicidal/disposable wipe. The salvage reservoir, located in the notched plate under the dispenser should be changed, as needed.
- 2. Dispenser Volume Delivery Verification:** Perform once a month to ensure proper delivery of sample by the automatic dispensing unit. An empty 3 ml Monoject® syringe is required for this procedure. Follow instructions in the Medtronic HMS Plus Operator's Manual.
 - (a.) If the appropriate volume is not dispensed, contact Medtronic Instrument Service.**
 - (b.) Document results of dispenser volume verification on the Medtronic HMS Plus Monthly Maintenance Log.**
- 3. Heat Block Temperature Verification/Adjustment:** Perform once a month to ensure that the heat block temperature is maintained at $37 \pm 0.5^{\circ}\text{C}$. A Temperature Verification Cartridge or an unused cartridge (with the plungers removed and all cartridge channels filled with water), and a calibrated thermometer may be used for this purpose. The instrument's heat block temperature must be between 35° and 39° C for temperature adjustments to be made. The HMS Plus must be turned on for at least 20 –25 minutes before performing this procedure. Document results of the temperature verification on the Medtronic HMS Plus Monthly Maintenance Log. Follow instructions in the Medtronic HMS Plus Operator's Manual.
- 4. Annual Preventative Maintenance:** by a qualified Medtronic Instrument Service Representative is recommended to ensure accurate performance and reliability of the HMS Plus.

G. Analyzer Set-up: Refer to the Medtronic HMS Plus Operator's Manual for details not included in this procedure.

- 1. Power On and Self Test:**

- (a.) Attach the power cord and connect to a grounded, hospital grade, main power source.
 - (b.) Power on the HMS Plus using the switch located on the rear panel. The HMS Plus initiates a series of self-diagnostic tests and the dispenser cycles and returns to the "parked" position.
 - (c.) The software version appears on the start-up screen, and the temperature is displayed until the heat block reaches 36.5-37.5°C. **Allow 25 minutes for the HMS Plus to warm up before performing tests.**
 - (d.) The "Main Menu" will be displayed on completion of the self-test.
 - (e.) If any of the instrument self-tests fail or are not completed, a message will be displayed indicating a system error code. **Record this code and notify Medtronic Instrument Service.**
2. **Enter Default Instrument Parameters:** Prior to using the HMS Plus for the first time, the following Default Instrument Parameters must be entered.
- (a.) From the "Main Menu", select "Instrument Parameters". The first of four required instrument parameter screens will appear. The variable function key for moving from screen to screen is located on the lower right.
 - (b.) All Default Instrument Parameters must be entered prior to using the HMS Plus. **Refer to instrument printout for current WFBMC settings.**
 - Heparin Conc Unit
 - Heparin Type
 - Protamine-Heparin Ratio
 - Protamine Units
 - Confirm Patient
 - Print Mode
 - Audio Tone
 - All Ch Detect
 - Dispenser
 - Date-dd/mm/yyyy
 - Time-hh:mm
 - Language
 - Location
3. **Set Default Protocol Parameters:** Refer to instrument printout for current WFBMC settings. This item is accessed from Instrument Parameters Screen number four of four. Up to five different default protocols may be preset and held in memory using this function. From the "Default Protocol Parameters" screen, select "Set Default Parameters". These steps should be performed for each patient position that will be used. See the next section for entry instructions.
- (a.) **Entering Default Protocol Parameters:** from the "Default Protocol Parameters" screen, select "Set Default Parameters". These steps should be performed for each patient position that will be used.
 - Protocol Hep Conc
 - Pump Heparin
 - Pump Volume
 - ACT Target Time

It is recommended that all "Instrument Parameters" and "Default Protocol Parameters" be printed after instrument set up is completed. "Instrument Parameters" may be printed from any of the first three "Instrument Parameter" screens. The five sets of "Default Protocol Parameters" may be printed from either the "Default Protocol Parameters Setup" screen or the "Default Protocol Parameters Entry" screen.

4. **Entering Patient Parameters:** Individual patient parameters are entered for each patient tested. Up to five different patients may be active in the HMS Plus at one time. From the "Main Menu" select "Patient/Protocol Parameters". Press "Go to Next Patient" until the desired patient position (1- 5) is selected. Press "Set Patient Parameters" to access the "Patient Parameters" screen. Enter the following information:
- (a.) **PID:** The patient ID is a unique identifier that is entered for each patient. Numeric characters between 0 and 9 up to a total of 12 digits may be entered. Press the "PID" variable function key to select the parameter. Enter the appropriate patient ID using the numeric keypad or use the barcode scanner, and press "Enter" to confirm the entry. A patient ID number must be entered before patient testing can be performed. The medical record number should be used as the PID.
 - (b.) **Sex:** Press the "Sex" variable function key to select the parameter, and then press again to toggle to the desired selection. Press "Enter" to confirm the entry.
 - (c.) **Height:** Patient height may be entered in either feet-inches or in centimeters. The acceptable range for feet is 0-9. If the entry for feet is "0" the acceptable range for inches is 0-99. If the entry for feet is >0 the acceptable range for inches is 0-11. The acceptable range for centimeters is 0-302. Press the "Height" variable function key to select the parameter. Press again to toggle to the correct units. Enter the appropriate value and press "Enter" to confirm the entry. Note: when entering inches only, a zero must be entered for the feet value.
 - (d.) **Weight:** Patient weight may be entered in pounds or kilograms. The acceptable range for pounds is 0-999. The acceptable range for kilograms is 0.0-454.1. Press the "Weight" variable function key to select the parameter. Press again to toggle to the correct units. Enter the appropriate value and press "Enter" to confirm the entry.
 - (e.) **UID:** If User Lockout has been turned on, a valid User ID must be entered to save the patient information and before performing liquid quality control testing.
 - (f.) Once all patient parameters have been entered the HMS Plus will calculate and display the patient's Blood Volume (BV), Body Surface Area (BSA) and a heparin bolus for the patient based on the blood volume. Once the HDR is performed the heparin bolus is recalculated based on the blood volume and the patient's HDR result. Extreme caution should be used in entering patient information. **Incorrect entries could result in erroneous values being reported by the Medtronic HMS Plus**

H. Patient Testing Procedure:

- Once information noted above has been entered and the analyzer has warmed for at least 25 minutes, proceed with patient testing procedures.
- Confirm appropriate environmental operating conditions in area of testing.
- Using a certified monitoring device, document temperature and humidity readings while analyzer and cartridges are in use during a patient case. Use form, Medtronic HMS Plus Temperature and Humidity Monitoring.

General inventory of supplies are maintained in a laboratory area that is electronically and continually monitored for temperature and humidity.

1. HDR:--TEST THIS CARTRIDGE PRIOR TO INCISIONS OR VEIN HARVEST

- (a.) Gently shake the HDR cartridge to re-suspend the kaolin and place the HDR cartridge into the HMS Plus heat block to pre-warm for 3 minutes.

- (b.) Enter the Patient ID (Note: cartridge and control lot numbers must be entered prior to testing, and all required quality control tests must be performed and within acceptable limits before patient testing).
 - (c.) Enter the User specific ID
 - (d.) **Collect 3.0 ml of patient blood into a 3 ml Monoject[®] syringe, attach and prime the blunt tip needle.**
 - (e.) Insert the syringe into the dispenser, sliding the needle through the keyhole slot. The hub of the needle should rest on the syringe holder foot. See figure 5-5 on syringe insertion in the HMS Plus Operator's Manual. Rotate the syringe until a cross-member of the plunger is parallel to the face of the syringe holder. Push the lock switch to clamp the syringe plunger cross-member between the drive and idler wheels.
 - (f.) Press the START/STOP key, the HMS Plus reads the cartridge code and initiates the test when the "Confirm Patient Screen" is turned off. When the "Confirm Patient Screen" is turned on, pressing the START/STOP key the first time reads the cartridge code; a patient confirmation screen appears and provides verification information on the patient being tested and the cartridge type. Note: the confirmation screen automatically appears on test initiation after powering on the instrument, and the first time a test is performed following a change in any patient or protocol parameter.
 - (g.) The test dispense screen appears and the HMS Plus dispenses the appropriate amount of patient sample into each cartridge channel.
 - (h.) When all channels have been filled the "HDR In Progress" screen appears, and the "Elapsed Time" for each channel is displayed.
 - (i.) When clot formation occurs, the channel detected is highlighted and the clotting time is displayed. The end point of the test is clot formation in each channel or 999 seconds.
 - (j.) **HDR slopes less than 60 seconds/unit/ml may indicate increased resistance to heparin or may be due to difficulties with collection and handling of the sample, and should be repeated.** Possible causes of resistance should be investigated.
 - (k.) HDR slopes greater than 160 seconds/unit/ml may indicate increased sensitivity to heparin.
 - (l.) The "HDR Results" screen is displayed when the test is completed. The following information is displayed:
 - Projected Heparin Concentration
 - Heparin Bolus
 - Patient's Baseline ACT
 - When the key for "More Test Information" is pressed the following information is displayed:
 - i. Individual channel clotting times and the average result for each pair
 - ii. The Slope of the heparin response curve
 - iii. The results for the HDR test may be edited by depressing the "Edit HDR Channel" screen. Only one clotting time for each channel may be edited. If only one channel in a pair detects, that channel may not be edited. If the "Projected Heparin Conc" value from the HDR Results screen has been changed no edits are allowed.
2. **HPT:** The HPT may be run alone or in combination with an HR-ACT when the four channel HPT cartridge is used.

- (a.) Gently shake the HPT cartridge and place in the heat block of the HMS Plus. Prewarming the HPT cartridge is not necessary, but may be performed when the HPT is run simultaneously with the HR-ACT.
- (b.) Confirm the Patient ID (Note: cartridge and control lot numbers must be entered prior to testing, and all required quality control tests must be performed and within acceptable limits before patient testing).
- (c.) Confirm the User specific ID
- (d.) Collect the following amount of patient blood into a 3 ml Monoject[®] syringe:
 - Four Channel HPT cartridge--1.5 ml
 - Six Channel HPT cartridge--2.0 ml
 - Four Channel HPT with HR-ACT--2.5 ml
- (e.) Attach and prime the blunt tip needle. Insert the syringe into the dispenser, sliding the needle through the keyhole slot. The hub of the needle should rest on the syringe holder foot. See figure 5-5 on syringe insertion in the HMS Plus Operator's Manual. Rotate the syringe until a cross-member of the plunger is parallel to the face of the syringe holder. Push the lock switch to clamp the syringe plunger cross-member between the drive and idler wheels.
- (f.) Press the START/STOP key. The HMS Plus reads the cartridge code and initiates the test when the "Confirm Patient Screen" is turned off. When the "Confirm Patient Screen" is turned on, pressing the START/STOP key the first time reads the cartridge code; a patient confirmation screen appears and provides verification information on the patient being tested and the cartridge type. Note: the confirmation screen automatically appears on test initiation after powering on the instrument, and the first time a test is performed following a change in any patient or protocol parameter.
- (g.) The test dispense screen appears and the HMS Plus dispenses the appropriate amount of patient sample into each cartridge channel.
- (h.) Once sample dispensing is completed, the "HPT in Progress" screen appears. This screen displays the cartridge type and the heparin concentration for each channel.
- (i.) Clot formation in the lowest concentration channel is the endpoint of the test. Note: If "All Channel Detect" is turned to "On" the test will run until clotting has occurred in all channels, or until the test is terminated by pressing "Stop". The "All Channel Detect" is typically turned to "Off".
- (j.) When an HR-ACT is run with the HPT all results will be displayed when the HR-ACT is completed.
- (k.) The reportable range for each HPT cartridge type is printed on the individual cartridge label. The run time range for each HPT cartridge is between 30 and 249 seconds. **Run times greater than 249 seconds may indicate that the heparin level of the sample is higher than the range of the cartridge.** Note: Channel 1 detects may be produced by the level of heparin indicated in channel 1. However, a Channel 1 detect may also be caused by a heparin level below the value for channel one. **These results should always be verified using a cartridge with a lower heparin range.**
- (l.) The following information is displayed on the "HPT Results" screen:
 - The heparin concentration
 - The channel detected and the clotting time
 - Additional heparin required for the patient, pump or total volume

- The Protamine dose for heparin reversal can be displayed by pressing the “Protamine Dose” key.
3. **HR-ACT:** The HR-ACT may be run simultaneously with the HPT or by itself. **The HR- ACT cartridge is always run in channel positions 5 and 6.**
- (a.) Gently shake the HR-ACT cartridge to re-suspend the kaolin and place the cartridge into the HMS Plus heat block to pre-warm for 3 minutes.
 - (b.) Confirm the Patient ID (Note: cartridge and control lot numbers must be entered prior to testing, and all required quality control tests must be performed and within acceptable limits before patient testing).
 - (c.) Confirm the User specific ID
 - (d.) Collect the patient’s blood sample in a 3 ml Monoject[®] syringe, attach and prime the blunt tip needle. The required sample volume for the HR-ACT is 1.5 ml. **When the HR-ACT is performed with the four channel HPT, 2.5 ml of sample is required.**
 - (e.) Insert the syringe into the dispenser, sliding the needle through the keyhole slot. The hub of the needle should rest on the syringe holder foot. See figure 5-5 on syringe insertion in the HMS Plus Operator’s Manual. Rotate the syringe until a cross-member of the plunger is parallel to the face of the syringe holder. Push the lock switch to clamp the syringe plunger cross-member between the drive and idler wheels.
 - (f.) Press the START/STOP key, the HMS Plus reads the cartridge code and initiates the test when the “Confirm Patient Screen” is turned off. When the “Confirm Patient Screen” is turned on, pressing the START/STOP key the first time reads the cartridge code; a patient confirmation screen appears and provides verification information on the patient being tested and the cartridge type. Note: the confirmation screen automatically appears on test initiation after powering on the instrument, and the first time a test is performed following a change in any patient or protocol parameter.
 - (g.) The “Test Dispense” screen appears and the HMS Plus dispenses the appropriate amount of patient sample into each cartridge channel.
 - (h.) When all channels have been filled the “HR-ACT In Progress” screen appears, and the “Elapsed Time” for each channel is displayed.
 - (i.) When clot formation occurs, the channel detected is highlighted and the clotting time is displayed. The end point of the test is clot formation in each channel or 999 seconds.
 - (j.) The “HR-ACT Results” screen is displayed when the test is completed. The following information is displayed:
 - The HR-ACT clotting time for each channel
 - The average of the results
 - **Note: If the difference between the two channels is $> \pm 12\%$ an audible alert will sound and a message will appear on the screen. Channel clotting times should not be edited out by pressing the “Edit ACT Channel” key. Testing should be repeated to confirm accuracy of results.**

I. Sample Misidentification

1. If a sample is misidentified, the physicians of involved patients must be notified.
2. Complete an RL 6 report.
3. E-mail RL6, patient, and incident-specific information to the Clinical Laboratory Point of Care Testing group, LabPOC_Testing_DL@wakehealth.edu.
4. It is the responsibility of testing personnel to complete incident reports, as necessary.

5. If there are instances where results cannot be easily traced to the correct patient, it will be the responsibility of the point of care contact person in each user site to work with the Clinical Lab POCT Coordinator to resolve such issues.
 6. The Medtronic HMS Plus should not be used for personal/non-patient testing.
 7. Results can be traced back to the device, location, and user.
- J. Calculations:** The HMS Plus performs calculations based on clotting time results and patient and protocol parameters. Please refer to Section 4 of the HMS Plus Operator's Manual for calculation details. Calculations include:
1. **Patient's Blood Volume** (equations for both adult and pediatric patients) based on height and weight.
 2. **Heparin Dose Response** Calculations, including: slope and projected heparin concentration.
 3. **Heparin Bolus Dose** Calculations are based on the values of the heparin concentration, pump and patient values (calculations performed are dependent on the instrument location selected):
 - (a.) CPB-Pump Enter-the pump heparin is entered by the user, and the HMS Plus calculates the needs for the patient and the total bolus dose.
 - (b.) CPB-Pump Calc-the pump, patient and total bolus heparin dose are calculated by the HMS Plus
 - (c.) Heparin Assay Calculations include the required heparin and protamine for the patient, pump and total volume.

K. Reporting Results:

1. Results will be reported on the Perfusion Record.
2. Results must be legible and should indicate who performed each test.
3. Results will be accompanied by units of measure and reference ranges, as applicable.
4. **Reporting Format:** Results to be charted on Perfusion Record:
 - (a.) CPB Heparin Concentration (U/ml)
 - (b.) ACT (seconds)
5. **Expected Values HR-ACT** as stated by Medtronic literature: HR-ACT performance is standardized by running baseline and heparinized samples from a known donor population. The heparinized HR-ACTs are obtained by in vitro heparinization of the sample at the time the blood is drawn. The cartridge is controlled to maintain an average population response of approximately 100 seconds per unit of heparin (136 sec/mg/kg heparin) with a range of 60 sec/u/mL to 120 sec/u/mL or 81.6 sec/mg/kg to 163.2 sec/mg/kg. The baseline range of a controlled group of 10 average donors gave a mean baseline of 117 seconds with a range of 99 to 135 seconds (two standard deviations).
6. **Critical Results:** Not applicable
7. **Procedures for Abnormal Results:** Repeat testing as necessary.
8. Unexpected results should be correlated with other clinical findings and appropriate laboratory repeat testing should occur.

L. Procedure Notes:

1. **HDR:** All patient specimens for HDR testing should be collected prior to invasive procedures, such as vein harvesting. Patient diagnoses and all medications should be noted. Medications may alter the clotting times. Abnormal test results should be repeated on a freshly collected sample.
2. **HPT:** The determination of heparin concentration by the HPT test is not generally affected by hemodilution, hypothermia, the presence of platelet inhibitors or low platelet count. In the presence of warfarin the clotting times may be prolonged

but the correct heparin concentration will be identified as long as the heparin level is within the range of the cartridge. If the detected channel is the highest channel (4 or 6) for that cartridge, the value will be the value for that channel or higher. The test should be repeated using a cartridge with a higher range. Run times that exceed 249 seconds may indicate a heparin level in excess of the range of the cartridge, expiration date of the cartridge has been exceeded, or cartridge has been improperly handled or stored. Test samples that neutralize between two channels are likely to clot in either of the two channels. The HMS Plus will report the final result as the lower heparin concentration.

3. **HR-ACT:** When on cardiopulmonary bypass the HR-ACT may be affected by the following: dilution of plasma coagulation factors, the use of citrated blood products, use of antiplatelet agents, hypothermia, and change in platelet number or function.

M. Limitations of the Test Method and Procedure/Reportable Range:

1. **HDR:** HDR slopes less than 60 seconds/unit/ml may indicate increased resistance to heparin or may be due to difficulties with collection and handling of the sample, and should be repeated. Possible causes of resistance should be investigated. HDR slopes greater than 160 seconds/unit/ml may indicate increased sensitivity to heparin. Patient Activated Clotting Times (ACT) should be closely monitored to ensure target ACT is achieved when dosing to the HDR projected heparin result. The significant difference between an in vitro and in vivo heparin dose response is that the in vitro test does not take into account in vivo factors which may reduce the blood heparin level.
 - (a.) HDR: A low HDR slope and an indication of resistance to heparin may be seen in, but is not limited to:
 - An activated blood specimen, either in-vivo or in-vitro due to improper sample collection and handling (sample collection and testing should be repeated)
 - The presence of other medications such as, Nitroglycerin
 - Patients with a deficiency of Antithrombin III (congenital or acquired)
 - Patients who have received IV heparin prior to HDR testing
 - (b.) An elevated HDR slope and indication of increased sensitivity to heparin may be seen in, but is not limited to:
 - Plasma coagulation factor deficiencies (congenital or acquired)
 - Presence of a Lupus Anticoagulant
 - Patients who have received thrombolytic agents (streptokinase, tPA) prior to HDR testing
 - Patients who have received warfarin prior to HDR testing
2. **HPT:** The reportable range for each HPT cartridge type is printed on the individual cartridge label. The run time range for each HPT cartridge is between 30 and 249 seconds. Run times greater than 249 seconds may indicate that the heparin level of the sample is higher than the range of the cartridge. Note: Channel 1 detects may be produced by the level of heparin indicated in channel 1. However, a Channel 1 detect may also be caused by a heparin level below the value for channel one. These results should always be verified using a cartridge with a lower heparin range.

An activated blood specimen, either in-vivo (patient's coagulation mechanism activated) or in-vitro, due to improper sample collection and handling. Sample collection and testing should be repeated.
3. **HR-ACT:** The reportable range for the HR-ACT test may be determined by testing fresh whole blood samples which have been spiked with increasing concentrations of heparin (from 0.0 or baseline to 6.0 or 7.0 units/ml of heparin). The cartridge is designed to maintain an average population response of approximately 100 seconds per unit of heparin.

HR-ACT cartridges, in the clotting time range of 0 – 600 seconds, typically do not exceed a variation of $\pm 12\%$ of the average of the cartridge channels. In subjects with extreme sensitivity to heparin, an activated clotting time in excess of 600 seconds is generally not considered to be adequately reliable to predict heparin effect by coagulation times.

An activated blood specimen, either in-vivo (patient's coagulation mechanism activated) or in-vitro, due to improper sample collection and handling. Sample collection and testing should be repeated.

NOTE: Refer to operator's manual and package inserts for additional precautions.

N. Troubleshooting

1. Refer to the Medtronic HMS Plus Operator's Manual, test cartridge, and QC package inserts for additional information.
2. For technical assistance, contact the designated super user for the test site, call the POCT Coordinator, or contact Medtronic technical clinical assistance at 1-800-328-3320 or Medtronic device service and repair at 1-800-433-4311.
3. Should the Medtronic device not be operational, Perfusion staff will use the i-STAT ACT-kaolin test method for obtaining ACT values.
 - EXTREME caution should be used if there is a need to switch between ACT methods and clot activators.

V. Medtronic HMS Plus Proficiency Testing/Performance Assessment Procedure

The Medtronic HMS Point of Care Testing (POCT) sites at WFBMC will participate in a CMS-approved proficiency testing program, where applicable. Users should follow instructions provided with the survey samples. The proficiency samples are rotated among different users, and there is no communication between the Department of Pathology and POCT sites prior to submission of results to the proficiency provider. If a proficiency survey sample result fails, the problem is investigated and resolved as necessary. e.g. Re-training, instrument performance evaluation or survey sample handling. In the event no commercial proficiency program is available, an alternative proficiency program will be established.

A. HR-ACT Cartridges

A subscription to a commercially available CMS-approved proficiency program is used to meet proficiency testing regulatory requirements for the activated clotting time (ACT).

B. HDR and HPT Test Cartridges

Currently, no commercial proficiency testing material is available for the Heparin Dose Response (HDR) and Heparin Protamine Titration (HPT) test cartridges. Alternative performance assessments are implemented for HDR and HPT test cartridges to determine the reliability of analytic testing. Appropriate alternative performance assessment procedures may include, if available: split sample analysis with reference or other laboratories, split samples with an established in-house method, assayed material, regional pools, clinical validation by chart review, or other suitable and documented means. The laboratory director will approve appropriate performance assessment procedures.

1. OPTIONS for Alternative assessment. The following are options, not all are required

(a.) HDR Cartridge

- (1.) **Chart Audit:** The HDR cartridge is tested at the beginning of each case to determine the projected heparin concentration. At least two times per year, Perfusion staff will complete a chart audit to verify that the projected heparin concentration matched the actual heparin concentration as reported by the HPT cartridge. Results of the chart audit will be documented and reported to the Clinical Laboratory.

(2.) Blood Donor assessment

- i. A three ml sample of blood is collected from a donor and the HDR test is performed.
- ii. The projected heparin concentration is used to determine the amount of heparin required to elevate the donors HR ACT to the target level.
- iii. The appropriate concentration of heparin is prepared and added to a tube and a second sample of blood is collected and added to the tube with heparin and mixed thoroughly by gentle inversion.
- iv. A high range ACT is performed on this sample. The target ACT should be reached or exceeded.

(3.) Tracking of HDR Cartridge Slope: HDR cartridge performance can be evaluated by tracking the slope reported across multiple patients over time.

(4.) Other assessment options

As necessary, other assessment tools/procedures may be used to validate performance.

(b.) HPT Cartridges—Each HPT cartridge type used should be evaluated.

(1.) Liquid QC (for each HPT cartridge type) will be tested. Results should be within acceptable limits.

(2.) Spiked Samples

- i. Prepare by spiking fresh whole blood with heparin and testing with the appropriate cartridge.
- ii. These samples maybe prepared using the HEPLine linearity kit (Product number 313-50) or by preparing samples in-house.
- iii. HPT results should reflect the concentration of heparin present in the blood sample.

(3.) Other assessment options

As necessary, other assessment tools/procedures may be used to validate performance.

VI. Employee Certification/Training/Competency:

Employee training documentation is completed upon training on the Medtronic HMS Plus test system. Each user of the Medtronic HMS should be trained prior to using the device for patient testing and should maintain updated competency records. During the first year of an individual's duties, competency must be assessed at least semiannually. After the first year of using the Medtronic HMS Plus test system, competency is assessed annually. Current regulatory standards will be followed. Any user that fails to meet the competency requirements will need to be re-educated for use of the analyzer. The Clinical Laboratory Point of Care Testing Coordinator and user site manager maintains training and competency records.

VII. Product Information

- **Medtronic Technical Clinical Assistance:** 1-800-328-3320
- **Medtronic Device Service and Repair:** 1-800-433-4311
- **Medtronic Customer Service:** 1-800-854-3570

VIII. Review/Revision/Implementation:

A. Review Cycle: Each 2 years

1. All new policies/procedures/guidelines and those that have major revision must be reviewed/signed by the CLIA Laboratory Medical Director.

2. Review/sign-off can be completed by the designated section Medical Director in the following circumstances:

- a. Biennial review
- b. Minor document revisions

B. Office of Record: Clinical Laboratory, Section on Point-of-Care Testing

IX. Related Policies/Procedures/Guidelines:

- A. PRO-POCT-LAB-18, Non-Waived Point of Care Testing (POCT) Quality Management Plan and Quality Control/Quality Assurance Procedures
- B. Understanding of Responsibilities Between Testing Sites and the Clinical Laboratory for Point-of-Care Testing

X. Attachments: None

XI. Other Associated Forms and Documents

- Medtronic HMS Plus Operator’s Manual
- Medtronic HEPtrac Operator’s Manual
- Medtronic HMS Plus Monthly Maintenance Log
- Medtronic HMS Plus Problem Log
- Medtronic HMS Plus Competency Assessment Form
- Medtronic HMS Plus Monthly Patient Chart Audit (also tagged to PRO-POCT-LAB-18)
- Medtronic HMS Plus Temperature and Humidity Monitoring
- Medtronic HMS Plus Printout of WFBMC Settings
- Medtronic HMS Plus Cartridge/QC Receipt Check Form

XII. Revision Dates

Effective: April 2011

Revised: July 2016 procedure renamed from PPB-NCBH-LAB-775-23 to PRO-POCT-LAB-23

XIII. References:

- A. Medtronic HMS Plus version 4.0 Operator’s Manual, Copyright 2005, 2008, Medtronic Inc. 710 Medtronic Parkway, Minneapolis, MN 55432-5604
- B. Medtronic HEPtrac[®] Electronic Quality Control Operator's Manual for the HMS/HMS Plus Rev. 1.0, 2004, 2010 Medtronic Inc. 710 Medtronic Parkway, Minneapolis, MN 55432-5604
- C. Product Inserts for the following Medtronic HMS Plus Cartridges and Controls: Medtronic Inc. 710 Medtronic Parkway, Minneapolis, MN 55432-5604
 - Heparin Dose Response Cartridges (HDR), 2010 M944216A001 Rev 1.0
 - Heparin Assay Cartridges (HPT), 2004, 2012 M947893A001 Rev. 1A
 - High Range ACT Cartridges (HR-ACT), 2003, 2011 M947894A001 Rev. 1A
 - Heparin Assay Controls, 2004, 2010 M945233A001 Rev. 1.0
 - CLOTtrac Normal and Abnormal Controls for the High Range ACT, 2004/2007 A08718004-03, A08718003-01

Reviewed: _____ Date: _____

Reviewed: _____ Date: _____

Reviewed: _____ Date: _____

Reviewed: _____ Date: _____

PRO POCT LAB 23 Medtronic HMS Plus Procedure 2016 071416

Analyzer Serial # _____
 WFBMC: ID _____
 Year _____

Monthly Maintenance

Temperature Verification: Acceptable Range: 37.0 ± 0.5°C					Dispenser Delivery Check: Acceptable 0.9-1.1 ml		
Month	Date	Name	Instrument Temp.	Thermometer Reading	Date	Name	Volume Delivered
January							
February							
March							
April							
May							
June							
July							
August							
September							
October							
November							
December							

Procedure: PRO-POCT-LAB-23, Medtronic HMS Plus Hemostasis Management System Version 4.0

Form: Medtronic HMS Plus Monthly Maintenance Log

MedtronicHMSMonthlyMaintenance071416

Wake Forest Baptist Medical Center
Clinical Laboratory
Point of Care Testing
Competency Assessment
ACT, HPT, HDR (Medtronic HMS Plus)
Page 1 of 3

EMPLOYEE NAME: _____ DATE: _____ USER SITE: _____ Operator ID/Code: _____ WFBH Employee ID: _____
Written Exam Score: **ELEMENT 6** _____ Date: _____ Observation: (check one) Initial: _____ 6-month: _____ Annual: _____
Date Medtronic Procedures/Policies Read: Refer to written exam

Each user of point-of-care testing equipment/supplies must have initial education and competency assessment documentation. Competency must also be completed on an annual basis. This form should be completed by a Clinical Laboratory authorized preceptor. Testing personnel should be observed by the preceptor and proficiency documented on this form. After ALL items are completed on this form, please retain a copy in the user site and return the original to the Clinical Laboratory Point of Care Testing Coordinator, ext. 3-4136, ext. 3-4137, or ext. 3-0377.

The following six (6) procedures are the minimal regulatory requirements for assessment of competency for all personnel performing laboratory testing for each test that the individual is approved by the laboratory director to perform: **COMPETENCY ELEMENTS INCLUDE THE FOLLOWING SIX (6) COMPONENTS**

1. Direct observations of routine patient test performance, including patient preparation, if applicable, specimen handling, processing and testing;
—Compliance will be documented by direct observation of patient test performance in clinical setting or by simulated patient test in a classroom setting. The classroom setting will simulate all aspects of patient testing from patient preparation, as applicable, to sample collection to performance of testing and reporting of results.
2. Monitoring the recording and reporting of test results;
—Compliance will be documented by review of patient results.
3. Review of intermediate test results or worksheets, quality control records, proficiency testing results, and preventive maintenance records;
—The Point-of-Care Testing Department reviews these records as part of on-going Quality Assurance (QA) activities.
4. Direct observations of performance of instrument maintenance and function checks;
—Performance of electronic QC and other maintenance procedures will be observed, as applicable.
5. Assessment of test performance through testing previously analyzed specimens, internal blind testing samples or external proficiency testing samples;
—Compliance will be documented by performance of proficiency testing samples or by testing of liquid QC as a patient sample. Results of liquid QC will be unknown to the testing personnel at the time of testing.
6. Assessment of problem solving skills.
—Written exams will include questions that address these skills. Passing score is at least 80% correct.

OBSERVATION OF TEST PERFORMANCE: Personnel will be observed and evaluated for the ability to successfully perform each item listed below. For items which cannot be directly observed, verbal communication of appropriate process is acceptable. Staff should clearly be able to perform the indicated task and clearly understand information pertaining to the process.

Level of proficiency will be noted as: 1*—Little or no experience/unable to perform task independently, 2*—Needs improvement, 3—Competent and can perform independently, NA—Not Applicable
*1 and 2 require comments/follow up action noted/discussed with employee.

Action Performed	Observer	Date	Proficiency Level 1, 2, 3	Indicate Method used for assessment (Observation=O) (Verbalization=V)	Comments
<p>Direct Observation of Routine Patient Testing -- ELEMENT 1</p> <p>Sample Collection (as applicable, for specific testing performed) --ELEMENT 1 Demonstrates ability to properly identify patient and/or label sample prior to testing, as applicable. Demonstrates ability to assess sample quality and resolve problems as necessary (i.e. clotted, short sample, contaminated sample, etc) NO HEPARINIZED SYRINGES.</p> <p>Safety Precautions -- ELEMENT 1 Wears gloves while performing patient and QC testing</p>				Must be assessed by direct observation	
<p>Cartridge/Tube/Cuvette Handling -- ELEMENT 1 Demonstrates knowledge of appropriate use of each cartridge type:</p> <ul style="list-style-type: none"> • Heparin Dose Response (HDR) • Heparin/Protamine Titration (HPT) • High-Range ACT (HR-ACT) <p>Sample Handling/Analysis -- ELEMENT 1 Demonstrates ability to operate the Medtronic HMS Plus. Proper cartridge handling-inspects, incubates, and taps prior to sample fill. Aware of maximum incubate times. Maximum allowable error between channels/channel clotting.</p>				Must be assessed by direct observation	
<p>Maintenance/function Checks (Must be directly observed) --ELEMENT 3, 4 User can properly perform, document, and evaluate daily electronic QC Familiar with liquid QC. (When to use, how to reconstitute, where to find QC ranges, and proper documentation.) User can properly perform applicable maintenance and function test procedures (Routine cleaning, Dispenser Volume Delivery Verification, Heat Block Temperature Verification)</p>				Must be assessed by direct observation	
<p>Result Reporting (as applicable to testing performed) Monitoring the recording and reporting of test results -- ELEMENT 2 Demonstrates ability to evaluate Medtronic HMS Plus results and its knowledgeable of the limitations of the procedure. Does not use results that are not within acceptable channel comparison limits User knows correct procedure for reporting results to the physician. Demonstrates knowledge and ability to document results in the patient record. (Result, Date, Time, Initials, units of measure) Comments/Follow-up Action: (Attach additional pages as necessary)</p>					

I attest that the above-mentioned person is competent to use the indicated method for patient testing.

Competency Assessor (person qualifying, per CLIA, as Technical Consultant) Signature: _____ Date: _____

Employee Signature: _____ Employee Initials: _____

Wake Forest Baptist Medical Center
 Clinical Laboratory
 Point of Care Testing
 Competency Assessment
 ACT, HPT, HDR (Medtronic HMS Plus)
 Page 3 of 3

Performance of Electronic Quality Control-- ELEMENT 3, 4 (user must test at least one level of electronic QC each year)	Date Electronic QC Tested	Result	Acceptable Range PASS	Pass/Fail
Performance of Liquid Quality Control -- ELEMENT 3 (User must test at least one level of liquid QC each year) INDICATE Liquid QC Lot Number	Date Liquid QC Tested	Result	Acceptable Range	Pass/Fail
Test performance of previously analyzed specimens, internal blind testing, or external proficiency testing samples-- ELEMENT 3, 5 (Results not known to testing personnel at time of testing)	Date unknown sample tested: If proficiency sample, indicate event ID:	Result	Acceptable Range	Pass/Fail
Monitoring the recording and reporting of test results-- ELEMENT 2 Perform chart audit to confirm the following: <ul style="list-style-type: none"> • MD order for testing performed • Correct documentation of notification of critical values—name and credentials of provider, date and time of notification • Read-back documented, if verbally reported • Confirm result documented with name of testing personnel, units of measure, date/time of testing 	Date of testing Test Audited Patient Medical Record Number	Audit performed by:	Was documentation correct?	Comments or corrective action, as applicable

Clinical Laboratory Review: _____

Date: _____

Wake Forest Baptist Medical Center
 Clinical Laboratory-Point of Care Testing
 Medtronic HMS Plus
 Monthly Patient Chart Audit

HMS Charting Audit																	
Date	MR #	Testing Staff Member	ACT				HPT				CPB Heparin						
			Time	Numeric Accuracy (seconds)	<12% Variance	Remarks	Time	Numeric Accuracy (Units/ml)	< 249 Seconds	Remarks	Time	Dose	Units	Remarks			

Wake Forest Baptist Medical Center
 Clinical Laboratory--Point of Care Testing
 Medtronic HMS Plus
 Temperature and Humidity Monitoring

Acceptable Temperature Ranges		Acceptable Humidity Ranges	
HMS Plus analyzer	57-90°F	HMS Plus - 10-90%	
HP T cartridge	50-77 °F	Temperature and humidity readings are documented on this form, while analyzer and cartridges are in use during the patient case. General inventory of supplies are maintained in a laboratory area that is monitored by the SPOT system	
HR ACT cartridge	36-77°F		
HDR cartridge	36-77°F		

Date	CSN	Start Time	Temp °F	Humidity %	Finish Time	Temp °F	Humidity %	Temperature Range		Humidity Range	
								Min.	Max.	Min.	Max.

Date: _____ Signature: _____

- Freeze Indicator OK for HR-ACT and HDR cartridges? _____
- Message left for Perfusion (6-4720) and email to LabPOC_Testing_DL@wakehealth.edu

Cartridges

Cartridge Red: Lot # _____ Exp: ___/___/___ Quant rec'd: ___ same lot? ___

Cartridge Gold: Lot # _____ Exp: ___/___/___ Quant rec'd: ___ same lot? ___

Cartridge Black: Lot # _____ Exp: ___/___/___ Quant rec'd: ___ same lot? ___

Cartridge HDR: Lot # _____ Exp: ___/___/___ Quant rec'd: ___ same lot? ___

Note: HDR cartridges should be refrigerated. This extends the expiration dating of the product.
Do not re-refrigerate any of the cartridges once they have been at room temp.

Cartridge HR ACT: Lot # _____ Exp: ___/___/___ Quant rec'd: ___ same lot? ___

Liquid QC

Red QC: Lot # _____ Exp: ___/___/___ Quant rec'd: ___ same lot? ___

Blue/Gold QC: Lot # _____ Exp: ___/___/___ Quant rec'd: ___ same lot? ___

Black QC: Lot # _____ Exp: ___/___/___ Quant rec'd: ___ same lot? ___

ClotTrac HR ACT Normal: Lot # _____ Exp: ___/___/___ Quant rec'd: ___ same lot? ___

ClotTrac HR ACT Abnormal: Lot # _____ Exp: ___/___/___ Quant rec'd: ___ same lot? ___