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| **Performing CS-5100 Monthly / As Needed Maintenance** | | | | | | | |
| **Purpose** | This procedure provides instructions for PERFORMING CS-5100 MONTHLY MAINTENANCE. | | | | | | |
| **Policy Statements** | * This procedure applies to all laboratory technologists who operate the CS-5100, and to the section supervisor. | | | | | | |
| **Materials** | **Supplies** | | | | **Equipment** | | |
|  | * Vacuum or other method for removing dust from filter. | | | | * N/A | | |
|  | Follow the activities in the table below for PERFORMING CS-5100 MONTHLY / AS NEEDED MAINTENANCE. | | | | | | |
| **Procedure** | **Step** | **Action** | | | | | **Related Document** |
|  |  | **Clean the filter, left side.** | | | | |  |
|  | 1 | Open the light shield lid. | | | | |  |
|  | 2 | Push the top of the filter, then pull it out. | | | | |  |
|  | 3 | Use a vacuum or similar tool to remove dust  from the filter. | | | | |  |
|  | 4 | Re-install a clean filter, close the light shield lid. | | | | |  |
|  |  | **Clean the filter, right side** | | | | |  |
|  | 1 | Push the top of the filter cover, remove the cover by tilting it slightly toward you. | | | | |  |
|  | 2 | Remove the filter mount. | | | | |  |
|  | 3 | Use a vacuum or similar tool to remove dust from the filter. | | | | |  |
|  | 4 | Attach a clean filter to the filter cover. | | | | |  |
|  | 5 | Install the filter cover. | | | | |  |
|  | 6 | Close the filter cover. | | | | |  |
|  | 7 | **Document manual maintenance in Operation Panel.** | | | | |  |
|  | 6 | Directions for performing any other “as needed” maintenance can be found in the Sysmex CS-5100 Training Workbook, pages 63 – 74.  [CS-5100 System Training Workbook](https://starnet.childrenshc.org/References/labsop/coag/res/sysmex-cs-5100-system-training-workbook.pdf) | | | | |  |
| **References** | 1. SysmexCS-5100 Training Workbook, EffectiveDate:14-Jan-2021JobAid HOOD05162003158941   [CS-5100 System Training Workbook](https://starnet.childrenshc.org/References/labsop/coag/res/sysmex-cs-5100-system-training-workbook.pdf) | | | | | | |
| **Historical Record** | **Version** | | **Written/Revised by:** | **Effective Date:** | | **Summary of Revisions** | |
| 1 | | Al Quigley | 9/19/22 | | Initial Version | |