TRAINING UPDATE

Lab Location: Department: GEC, SGMC & WAH Core
 Date Distributed:
 4/15/2016

 Due Date:
 5/9/2016

 Implementation:
 5/10/2016

DESCRIPTION OF PROCEDURE REVISION

Name of procedure:

Fluid Keyboard: Accessing Differential Result Entry on Fluids GEC.H09, SGAH.H11, WAH.H12 v1

Description of change(s):

Section 5: update the procedure steps and pictures to current Sunquest GUI version

This revised SOP will be implemented on May 10, 2016

Document your compliance with this training update by taking the quiz in the MTS system.

Non-Technical SOP

Approved draft for training (version 1)

Title	Fluid Keyboard: Accessing	Differential Result Entry on Fluids
Prepared by	Leslie Barrett	Date: 4/3/2012
Owner	Robert SanLuis	Date: 4/3/2012

Laboratory Approval							
Print Name and Title	Signature	Date					
Refer to the electronic signature page for							
approval and approval dates.							
Local Issue Date:	Local Effective Date:						

Review:						
Print Name	Signature	Date				

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1. PURPOSE

This procedure describes the steps to result a fluid differential using the Sunquest GUI.

2. SCOPE

This procedure applies to fluid differentials.

3. **RESPONSIBILITY**

This procedure is performed by Core Laboratory staff.

4. **DEFINITIONS**

GUI - Graphic User Interface

5. **PROCEDURE**

1. Log into the Sunquest GUI application.

sunquest	
Sunquest La	aboratory™
Login	
Lab Location:	
Default Host	ahcaxaslab1-ADV
	OK Cancel Help
Copyright @ 2002-2011	Sunquest Information Systems, Inc. All Rights Reserved.
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2. Click on "Differential Result Entry".

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My (Logged in as: CHINI,ASHKAN View By	All(<u>∠</u>)	View By 🏭 📰
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3. Under "Information Dialog" screen, click on the down arrow and select the type of fluid.

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4. Enter the accession number and press enter. When patient information is displayed, verify it matches the specimen tested. Once patient identification is confirmed, click on "Count".

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5. Examine the slide and adjust the "Total Count Limit" accordingly. To adjust the Total Count Limit, click on "Set Count" then choose one of the options.



6. Enter the differential count. When finished click on "QA Review".



7. Review the QA report, then click on "SAVE".

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6. **RELATED DOCUMENTS**

Cell Count and Differential, CSF Body and Synovial Fluid Analysis

7. **REFERENCES**

SunQuest GUI Systems Functions Training Manual.

8. **REVISION HISTORY**

Version	Date	Reason for Revision	Revised By	Approved By
000	3/29/16	Section 5: update the procedure steps and pictures to current Sunquest GUI version Footer: version # leading zero's dropped due to new EDCS in use as of 10/7/13.	A Chini	R SanLuis

9. ADDENDA AND APPENDICES None