#### Performing Maintenance on the Hema Tek 2000 Slide Stainer

|  |  |
| --- | --- |
| Purpose | This document describes the process of performing scheduled maintenance on the HemaTek 2000 Slide Stainer |

|  |  |
| --- | --- |
| Guidelines | * All scheduled and unscheduled maintenance will be documented on the slide stainer maintenance logsheet
 |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Procedure A | Performing the Daily Maintenance

|  |  |
| --- | --- |
| Step | Action |
| 1 | Clean and rinse the stain tubing* Remove the cannulas from the stain, buffer and rinse bottles
* Place the stain cannula (with tubing attached) into a small container of methanol
* Lift the operating lever to prime. Holding the lever in this position, continue to pump methanol through the stain tubing until it is thoroughly rinsed. (Running clear). Carefully wipe the methanol from the platen, from RIGHT TO LEFT ONLY
* After cleaning, remove the cannula from the methanol and replace it in the stain pack. (Also replace the buffer & the rinse cannulas). Continue to prime until stain appears on the platen
 |
| 2 | Clean the Platen ( as needed throughout the day)* Carefully flood the working area of the platen with absolute methanol. AVOID SPLASHING AND SKIN CONTACT
* Using a soft, disposable tissue, wipe the platen clean. Carefully wipe from RIGHT TO LEFT ONLY taking care not to scratch the platen
* Thoroughly clean the mixing grooves and the front guide rail. If using frosted-end slides, it is especially important that the front guide rail be kept clean. This is because the stain may wick across the frosted portion of the slide to the front rail, if allowed to accumulate, slide breakage may occur
 |
| 3 | Empty the waste tank* The waste tank should be emptied once each day. To avoid spilling the contents while emptying the waste tank, carefully pull the tank away from the stainer. Support the bottom of the tank to hold it level during removal
* Rinse the waste tank with water and replace in stainer
 |

  |

Continued on next page

, Continued

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Procedure A, cont |

|  |  |
| --- | --- |
| Step | Action |
|  | Clean the Instrument casing* the exterior may be cleaned using a damp cloth and a mild detergent
* A small amount of methanol may be used to clean stain from the casing &/or the clear plastic lid
 |

  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Procedure B | Performing the Weekly Maintenance

|  |  |
| --- | --- |
| Step | Action |
| 1 | Clean the Drain Trough* Turn the stainer off and remove the line cord from the AC electrical outlet
* Raise the clear plastic lid on the stainer. Loosen the two thumb screws that are inserted through the notches in the back of the circuit board cover. (See instruction manual for “pictures”). Carefully raise the circuit board cover so the back trough is completely exposed and easily accessible. Move the panel up and back, (out of the way)
* Flood both the front and back troughs with absolute methanol to loosen any precipitated stain that may be present. TAKE CARE NOT TO SPLASH METHANOL ONTO THE CIRCUIT BOARD
* Using an applicator stick with cotton swab, wipe from RIGHT TO LEFT along the length of the back trough to remove all excess residue. Repeat process for the front trough. Other exposed areas that may be accidentally stained, including the rear guide rail, should be cleaned in the same careful manner. TAKE CARE NOT TO SCRATCH THE PLATEN
* Return the circuit board cover to its normal position, plug the stainer back in. Turn the power on
 |

  |

Continued on next page

, Continued

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Procedure C | Performing the Bi Weekly Maintenance

|  |  |
| --- | --- |
| Step | Action |
| 1 | Change the stain tubing* Remove the three cannulas from the Stain Pack
* Raise the operating lever to the PRIME position until the reagents are pumped out of the tubing
* Push the operating lever down to the UNLOCK position
* Disconnect the tubing from each cannula and from the recessed nipple located in the wall in front of the pumps
* Remove the tubing from the pump arm by pushing the thumb tab on the pump arm to the left as far as possible. While holding the thumb tab in this position, pull the plastic cuff on the tubing until the tubing is completely removed from the pump arm. Discard the tubing in the waste container
* The tubing comes in a pack of three, 1 for each reagent, they are numbered, corresponding with the numbering on the stain pack
* Attach the coded end of the new tubing to its respective cannula, (replace the cannula if tit appears damaged or bent). Be sure the stain cannula is used only with the stain tubing
* Thread the end into the hole in the pump arm. Push the thumb tab to the extreme left as before and push the tubing through until the plastic cuff is flush against the pump arm. NOTE; If difficulty is encountered in threading the tubing through the pump housing, lift the operating lever to PRIME for just a few seconds. This will cause the rollers inside the pump housing to rotate slightly and relieve the interference
* Connect the tube to its proper recessed nipple. If necessary, use forceps
* Replace the cannulas into their respective reagent bottles. Prime the pumps until solution in each tubing is clear of all air bubbles

**Note**: If any one of the pumps fails to deliver the proper amount of solution at the adjusted volume setting, it is recommended that all pump tubing be replaced |

  |

Continued on next page

, Continued

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Procedure D | Performing Bi Monthly Maintenance

|  |  |
| --- | --- |
| Step | Action |
| 1 | Change the Under Platen tubing* Remove the three cannulas from the Stain Pack. Raise the operating lever to the Prime position until the reagents are pump out of the tubing
* Power the stainer down. Remove the line cord from the AC electrical outlet
* Raise the clear plastic lid on the stainer. Loosen the two thumb screws that are inserted through the notches in the back of the circuit board cover. (See instruction manual for “pictures”). Carefully raise the circuit board cover so the back trough is completely exposed and easily accessible. Move the panel up and back, (out of the way). NOTE: The circuit board cover is connected to the stainer by the two connectors of the “Low Stain” & “Power” lights. Rotate the panel carefully so the connectors are not pulled loose
* Disconnect the stain tubing from the nipple that is located behind the circuit board
* Remove the waste tank and reach underneath the platen through the waste tank area. Disconnect the stain tubing from the platen by pulling the tubing free, then disconnect it from the spout under the platen
* Select one of the new sections of under platen tubing and connect it to the stain tubing nipple behind the circuit board. Be sure at least ¼ inch of tubing is connected on the nipple
* Thread the tubing behind the circuit board through the channels provided until it extends under the platen. Connect the tubing to the stain spout under the platen. Ensure all connections of the tubing are securely in place
* Replace the buffer and rinse tubing in a similar manner as above. Connect each tubing section to the appropriate nipple behind the circuit board and then connect the tubing to the appropriate spout under the platen
* Return the waste tank. Connect the “Low Stain” & the “Power” lights. Install the circuit board cover and tighten the two thumb screws. Be sure the panel is not resting on the screw head before tightening
 |

  |

Continued on next page

, Continued

|  |  |
| --- | --- |
| Related Documents | * Hematek 200 Operators’ manual
* Form A: Hematek Slide Stainer Maintenance log
 |

 *End*