**Purpose:**

To ensure access to sample status and assay results, which are displayed in the Daily Journal as soon as they are available.

**Procedure:**

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| --- | --- | --- |
| **Step** | **Action** | **Related Documents** |
| 1 | To view the daily journal:* Select the ‘Samples/Controls’ button to open the Samples/Controls submenu.
* Select the ‘Daily Journal’ button to open the Daily Journal window.

The Daily Journal will display information about the samples in a column format. |  |
| **Explanation of columns** |
| 2 | Sample type (numbers indicate sort order if sorted by Type column)* Green indicates a normal sample. (1)
* Blue indicates a control. (2)
* Red indicates an Emergency (STAT) sample. (0)
* Orange indicates an Express (ASAP) sample. (3)
 |  |
| 3 | Sample ID – Alphanumeric character or barcode |  |
| 4 | Track position* Indicates rack number and position in rack. Example: 1:1 = rack #1, sample position #1.
* Information will be removed once sample is removed from analyzer.
 |  |
| 5 | Name, First name, Date of birth* Can indicate last name, first name and date of birth, if entered.
* Date of birth information is separated by commas
 |  |
| 6 | Patient ID (if entered) |  |

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| **Step** | **Action** | **Related Documents** |
| **Explanation of columns (cont)** |
| 7 | Status (numbers indicate sort order if sorted by Status column)* Requested (icon=sheet of paper): Sample has been requested but has not been loaded on the analyzer. (0)
* Loaded (icon=specimen rack): Sample is on the analyzer. (1)
* Active (icon=strip/pipette): Sample is currently being processed. (2)
* Ready (icon=test well): Sample has been processed successfully. (3)
* Ready with new request, unloaded (icon=test well with paper overlaid): Sample has been processed successfully and additional tests have been requested but sample is not on the instrument. (4)
* Ready with new request, loaded (icon=test well with specimen rack overlaid): Sample has been processed successfully and additional tests have been requested and sample is still on the analyzer. (5)
* Validated (icon=check mark): Sample results have been validated. (6)
* Validated samples can be viewed but not edited.
* Faulty (icon=X mark): Sample could not be processed. (7)
 |  |
| 8 | Date - time (refers to sample status)* If the sample has been loaded, the loading time is indicated.
* If the run has been started, the expected time of completion is displayed.
* If the testing is completed, the final result time is displayed.
 |  |
| 9 | Results* Summary of the assay results for the sample.
 |  |
| 10 | Flags* Question mark (?) icon: Flags exist for the sample.
* Paper icon: Test requests exist for the sample.
* Test well icon: Sample is currently being read in the measurement chamber.
 |  |
| **Sorting in columns** |
| 11 | The column headers are designated as buttons. |  |
| 12 | Select a button to sort the list according to the selected criteria in ascending order. |  |
| 13 | The current sort criterion is displayed in the ‘Sort by’ field. |  |
| 14 | The sort function is not available for the ‘Results’ and ‘Flags’ columns. |  |
| 15 | List is sorted according to selected criterion in ascending order (0-7) |  |

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| **Step** | **Action** | **Related Documents** |
| **Searching columns** |
| 16 | This feature is available in the Sample ID and the Name, First name, Date of Birth columns. |  |
| 17 | To search for and display texts or numerical values, first select the column button, then enter the alphanumerical character sequence in the ‘Search Key’ text box. * The ‘Name, First name, Date of Birth’ column comprises three columns separated by commas. Enter the respective number of commas to indicate which column to search. Example: To search for a birthday, type 2 commas in the ‘Search key” box in front of the date of birth (dd/mm/yy) which is followed by one blank space each. Example: “, , 13.09.1988”.
 |  |
| **To view individual results for a sample, touch the sample to highlight the row.** |
| 18 | Touch the ‘Detail’ button to open up the Strip Display window.* The Daily Journal/Strip Display window will open showing the sample, type, patient ID (if applicable), Status, Flags, overall result interpretation and well images.
* If all well images are not displayed, use the arrow buttons to scroll to additional images.
* Results can be viewed but not edited.
 |  |
| 19 | Touch the ‘Validate’ button to scroll through the list of results in the Daily Journal/Strip Display (Validation) window.* In this window, results may be changed, verified and validated.
 |  |
| 20 | The Daily Journal/Strip Display window looks similar in both the Detail and Validate modes but the edit feature is available for use only in the Validate mode. |  |
|  | **Individual Results in Daily Journal – Strip Display** |  |
| **Step** | **Action** | **Related Documents** |
| **Sample Area** |
| 21 | Patient data which cannot be edited is displayed:* Sample ID, Type, as well as Status of the samples and flags.
 |  |
| 22 | Flags associated with well/sample results:* 6 = Patient sample: Clot detected
* 7 = Cooled reagent section: Cooling temperature exceeded
* 10 = Cell suspension: No liquid
* 11 = Cell suspension: Not enough liquid
* 15 = Washer: Insufficient washing process
* 16 = TANGO optimo stopped for more than one minute
* 17 = Sample rack removed too early
* 19 = Incubator temperature exceeded
* 21 = Reagent: No liquid transfer
* 22 = Reagent: Possibly not enough liquid
* 23 = Reagent: No liquid
* 26 = Patient Sample: No plasma/serum
* 27 = Patient Sample: Not enough Plasma/Serum
* 29 = Patient Sample: Not enough cells
* 30 (icon = wand with an X) Control failed
* 31 (icon = red pyramid with an O) Current result discrepant with previous result or control result is discrepant with reference value
* 32 (icon = hand pressing key) Result edited manually
 |  |
| **Step** | **Action** | **Related Documents** |
| **Result Area** |
| 23 | Result:* Shows the overall results. Results can only be edited in the validation mode.
* The following error flags can appear if a result cannot be generated from the images
* ?D? = Dynamic check failure: ABO discrepancy – cell typing does not match reverse typing
* ?S? = Static check failure: negative control is not negative
* ?F? = Forward check failure: discrepancy with previous results in database.
 |  |
| 24 | Flag* Result related flags are displayed
 |  |
| 25 | Authorized by* This box shows the user name of the person responsible for validation
* This box is only filled after validation and cannot be edited
 |  |
| 26 | Date:* Display date and time of the validation
 |  |
| 27 | Remarks* A comment can be entered in this box
* NOTE: a comment is required if the result has been modified
 |  |
| **Strip Results Area** |
| 28 | Images of strips are displayed with the respective reaction strength. Each assay for a sample is displayed on a separate page. |  |
| 29 | The reaction strength is indicated as “-“, “+/-“, “+”, “++”, “+++”, or “++++”.* Other indicators are:
* “()”: Empty well for Erytype S
* “[]”: Empty well for Solidscreen II Strip
* “?”: Reaction strength could not be determined.
* When individual wells have the following results or interpretations, no result can be derived for the assay: “+/-“, “?”, “()” and “[]”.
* Images of invalid test results appear dark.
* Flags below the individual images display essential information about the well. Details are displayed if the image is enlarged.
 |  |
| **Step** | **Action** | **Related Documents** |
| **Strip Results Area (cont)** |
| 30 | To enlarge an image:* Touch the image to be enlarged.
* The result for that well is displayed in the bottom right corner of the screen below the image.
* In Validation mode, the results can be modified by selecting one of the result buttons below the image.
* Touch the ‘Process Data’ button to show test parameters of the respective sample (lot numbers, temperatures, etc.).
* Touch the ‘OK’ button to save any changes and return to the ‘Daily Journal/Strip Display’ window.
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**Referenced Documents:**

TANGO Users Guide, Version 3.3