**Purpose:**

This document describes the procedure for the operation and maintenance of the Helmer Serofuges

**Procedure:**

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| **Step** | **Action** | **Related Documents** |
| **Procedure A: Operation** | |  |
| ***To operate the EBA 21*** | | |
| **1** | * Turn on serofuge by pressing power switch on. * The LED panel will light up and when “open” displays, the serofuge is ready. Twist lid lock to the left to open. |  |
| **2** | * Load tubes in balanced pattern and twist lid lock to right to secure. Press START to run program displayed, or press PROG key to select another program. |  |
| **3** | * Audible beep sounds at end of program. |  |
| **4** | * To stop during centrifugation, press STOP key twice. |  |
| **5** | * To change program use arrow key to scroll through the parameters, the up and down keys to change parameters, and PROG to save. |  |
| ***To operate the EBA 20*** | | |
| **1** | * Turn on serofuge by pressing power switch on. The LED panel will light up and when LED stops flashing above the arrow display (the rotation indicator), the serofuge is ready for use. Push the button just to the left of Stop, which is a white key that looks like the lid is open on the serofuge. |  |
| **2** | * Load tubes in balanced pattern and press down to secure lid lock with audible click. Press START to run program displayed, or press ▲ or ▼keys to adjust speed (in RPM x 100) and time (t) in minutes. |  |
| **3** | * Lid release clicks audibly when program finishes. To stop at any time, press the red stop key. |  |

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|  | **Action** | **Related Documents** |
| ***To operate the Stat Spin*** | |  |
| **1** | * Turn on the Stat Spin by pressing power switch on. The panel will light up with the following press-tabs: * 2 min * 3 min * 5 min * ►Start (Green Arrow) * ►Stop (Red Arrow) * There is a small “wrench” that only lights up when the centrifuge is not balanced. |  |
| ***2*** | * Load tubes in balanced pattern. * Close lid and press to latch * Select appropriate time for spinning. * Press Start. * Stat Spin will run for chosen time, then stop. * If stop is required prior to time selected, Press Red Stop Arrow. |  |
| **3** | * Press Stop Arrow to open Stat Spin once it has stopped. |  |
| **Procedure B: Cleaning and Maintenance** | |  |
| **Daily** | * Clean the serofuge housing and chamber regularly, using soap or a mild detergent and a damp cloth to remove residue from detergent if needed. Use only detergents or disinfectants with a pH between 5-8. |  |
| **Semi-Annually** | * Calibrate speed and timer. |  |
| **As Needed** | * Rotor head may be removed and cleaned with a mild detergent and rinsed with water. Lightly grease the motor shaft. If needed, lightly rub rubber seal of the chamber with talcum powder or a rubber care product. Check all parts for wear and corrosion. |  |

**References:**

Standards for Blood Banks and Transfusion Services, Current Edition. American Association of Blood Banks, Bethesda, MD.

Serofuge Operators Manual