

**HOWARD UNIVERSITY HOSPITAL**

### STA COMPACT Maintenance Log

Month: \_\_\_\_\_

Year: \_\_\_\_\_

Instrument Serial Number: \_\_\_\_\_

Daily – day shift	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Needle # 3 36.5 - 37.5 °C																															
Measuring Block 36.5 - 37.5 °C																															
Reagent Drawer 15 – 19 °C																															
NERL Water Lot # :  _____																															
QC OK? (Y/N)																															
NERL Water Lot # : *  _____																															
QC OK? (Y/N)																															
Tech Initials																															

\* used only if lot # changes

\*\* Verify Needle #3, Measuring Block and Reagent Drawer temperatures are within range, initial to indicate check

Weekly	Week 1		Week 2		Week 3		Week 4		Week 5	
	Date	Tech	Date	Tech	Date	Tech	Date	Tech	Date	Tech
Data backup. Clean touch screen.										
Clean washing wells with 0.37% active chlorine decontamination solution for 10 minutes. (See formula on right)										
Clean drawers and measurement plate – warm H <sub>2</sub> O, wipe dry.										
Clean measurement and incubation wells with 20% ethanol on cotton swab. Remove any debris.										
Clean and inspect suction tip - warm H <sub>2</sub> O.										
Perform needle purge.										
Shut down the analyzer. Clean 2 air filters. Check liquid level in Peltier reservoir – fill with Glycol if necessary. Startup the analyzer.										
Decontaminate stir bars according to Neoplastine CI package insert.										

Monthly	Date	Tech Initials
Replace syringe tip and O ring		
Quarterly / As needed	Date	Tech Initials
Replace air filters		

Calculation to prepare 0.37% active chlorine decontamination solution:  $N = (B / 0.37) - 1$ .

N = parts of water added to 1 part bleach.  
 B = % active chlorine in bleach used.

Weekly review:	Weekly review:	Weekly review:
Weekly review:	Weekly review:	Monthly review: