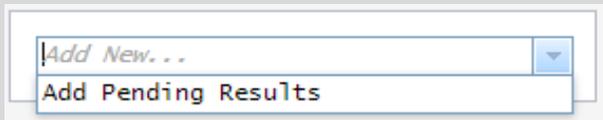


Create a New Run



1. From the **Add New** drop down menu select **Add Pending Results**
2. The **Select Test** menu appears
3. Select the assay from the **Test Name** menu and click **Continue**

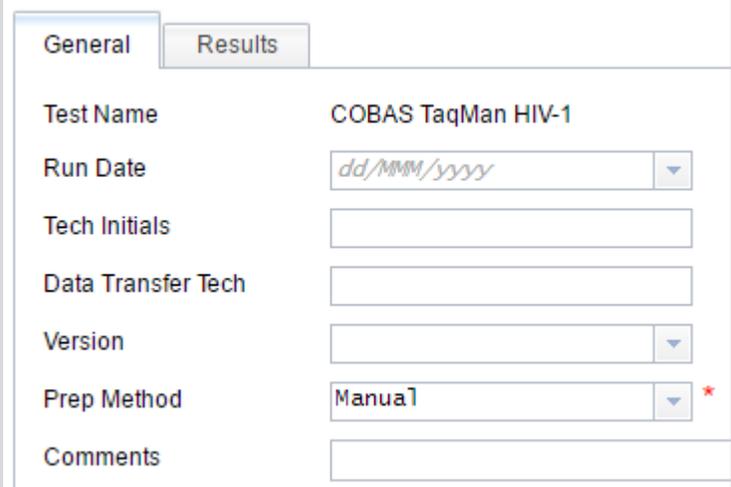


Continue

Tips

- ⇒ The assay can be applied to the aliquot in Specimen Management using **Assign Test** in the Edit drop down menu but **this is not required**
- ⇒ If the test is assigned, you can filter to find the specimen to add to the run. Previously tested specimens will also appear so choose the specimen carefully
- ⇒ Use the **Save** button to create a run you will result later

Create Pending Test Results

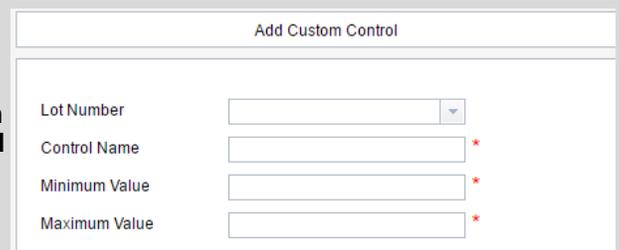


1. The **Pending Test Results** window will open up.
2. Starting in the **General** tab
 - Select the **Run Date**
 - Enter the **Tech Initials** and **Data Transfer Tech** initials
 - Enter **Comments** if applicable
 - Additional fields may be present depending on the assay chosen. All required fields have a red asterisk
 - Click **Save**, or continue to the **Results** tab

Results tab — Controls

The kit controls are present per the manufacturer's specifications. You can add a third party control (i.e. VQA200) by clicking **Add Control** and completing the fields in the **Add Custom Control** window (below).

The controls will automatically match on **Control Name**. A result can be added by highlighting the control name and clicking **Set Manual Result**. Enter the value in the **Result** field and click **Save**.



Results tab — Specimens

Specimens Add Specimens

Result	Dilution	Project	ID1	Global Specimen ID	
	<input type="text" value="1"/>	ACTG/IMPAACT	0777777F	BEQ0000L-01	Remove
	<input type="text" value="1"/>	ACTG/IMPAACT	0999999L	FEQ0003Y-01	Remove
	<input type="text" value="1"/>	ACTG/IMPAACT	0888888I	FEQ0006X-01	Remove
	<input type="text" value="1"/>	ACTG/IMPAACT	0666666C	BEQ000LJ-01	Remove

Set Manual Result

- Click the **Add Specimens** button to place aliquots on the run
- Click **Save** to upload a file at a later time or click **Upload File** if the analyzer file is available
- After saving, the **Pending Test Results Report** can be generated from the **Edit** drop down menu. This report includes the LDMS barcode which can be scanned into the analyzer software
- The LDMS will match specimens on the run to the Global Specimen ID, Other Specimen ID, or PID/ID1 values found in the Sample ID field of the analyzer file
- If you are using PID/ID1 in the analyzer file, multiple samples for the sample PID/ID1 will not be matched automatically. The user must set these results using the click and drag function, see below
- Specimens that do not match will be placed in the **Unmatched Results from File** grid, see next section

Specimens Add Specimens

Result	Dilution	Project	ID1	Global Specimen ID	
8.17E+5 (5.91)	<input type="text" value="1"/>	ACTG/IMPAACT	0777777F	BEQ0000L-01	Remove
9.30E+1 (1.63)	<input type="text" value="1"/>	ACTG/IMPAACT	0999999L	FEQ0003Y-01	Remove
4.30E+4 (1.63)	<input type="text" value="1"/>	ACTG/IMPAACT	0888888I	FEQ0006X-01	Remove
2.68E+6 (6.43)	<input type="text" value="1"/>	ACTG/IMPAACT	0666666C	BEQ000LJ-01	Remove

Set Manual Result

Results tab — Unmatched Results from File

Specimens that do not match automatically will be placed in this grid. **Click and Drag** results to apply them to any specimen in the **Specimens** grid.

Unmatched Results from File Upload File

{1}. TaqMan HCV Result File Valid Run.txt ✕

File Id ▲	Patient Name	Patient ID	Order Number	Order Date/Time	Sample ID	San
{1}			HEQ00519-05	4/6/2011 9:41		S
{1}			0581117 40	4/6/2011 9:41	JEQ004LT-02	S
{1}			0253623 12	4/6/2011 9:41	0253623 12 9-1-10	S

When the all specimens have results finalize the run by clicking **Complete**

Complete

Save

Close

Review and Censor Results

Run Id	Test Name	Run Date	Tech Initials	Status	Edit
1	COBAS TaqMan HIV-1	23/Oct/2017	F5	Completed	<ul style="list-style-type: none"> View History Completed Test Run Report Participant Report Reset to Pending Delete

- In the **Edit drop-down menu** the user can generate a Test Run Report and a Participant Report
- Click the **Edit** button to open the menu
- In the **General** tab, the user can:
 - [1] Censor the run
 - [2] Enter the date, initials, and comments of the tech reviewing the results
- In the **Specimen Results** tab, the user can:
 - [3] Apply a censor to individual assay results
- At the bottom of the menu, click **Save** to update with any changes, and **Review** to finalize the results [4]

Edit Completed Test Results

General | Control Results | Specimen Results

Run Id: 1

Test Name: COBAS TaqMan HIV-1

Status: Completed

Run Date: 23/Oct/2017

Tech Initials: FS

Data Transfer Tech: FS

Version: 2.0

Prep Method: Manual

Comments:

Run Censor: VALID

System Censor:

User Censor: 1

Completed By: Ionm

Completion Date: 23/Oct/2017 16:17

Review Date: 2

Reviewer Initials:

Reviewer Comments:

4

General | Control Results | **Specimen Results**

Project	ID1	Global Specimen ID	Other S	Dilution	Calculated Result	System Censors	User Censor
ACTG/IMPAACT	0777777F	BEQ0000L-01		1	Target Not Detected	J	3 <input type="text"/>
ACTG/IMPAACT	0999999L	FEQ0003Y-01		1	Target Not Detected	J	<input type="text"/>
ACTG/IMPAACT	0888888I	FEQ0006X-01		1	426		<input type="text"/>
ACTG/IMPAACT	0666666C	BEQ000LJ-01		1	103452		<input type="text"/>

Results for selected specimen:

File Id: 2
 Order Number: 0888888I
 Order Date/Time: 11/20/2015 10:26
 Sample ID: 0888888I
 Sample Type: S
 Test: HIMAPU48
 Result: 426
 Calculated Result: 426
 Unit: cp/mL
 Accepted Op: PAUL
 Accepted Date/Time: 11/21/2008 13:44
 General Lot Number: K0458400000
 General Lot Expiration Date: 3/31/2009
 Preparation Instrument ID: 392448
 Preparation End Date/Time: 11/20/2008 12:44
 Preparation Rack ID: 2
 Preparation Rack Type: SampleRack
 Preparation Tube ID: SS31155001
 Preparation Tube Type: STube
 Preparation Tube Pos: 15
 Amplification Instrument ID: 1617
 Amplification Start Date/Time: 11/20/2008 13:18
 Amplification TC ID: 1
 Amplification Rack ID: 1
 Amplification Rack Type: KCarrier
 Amplification Tube Id: S800_104
 Amplification Tube Type: KTube
 Amplification Tube Pos: 4
 Detection Instrument ID: 1617
 Detection End Date/Time: 11/20/2008 16:29