STEM CELL LABORATORY (STCL)

DOCUMENT NUMBER: FLOW-FORM-011
DOCUMENT TITLE: BD FACS CANTO II Maintenance Log
DOCUMENT NOTES: Document required for the BLA.

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Control Information

Author: MGREESE	**Owner:** MGREESE
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FLOW-FORM-011 | BD FACS CANTO II MAINTENANCE LOG

Instrument Serial #:

Month/Year _____ NIU = Not In Use	START-UP OPERATOR INITIAL	FLUIDICS START-UP OK (✓CHECK)	FLUIDICS FILTERS PURGED (AS NEEDED) (✓CHECK)	WIPED DOWN SIT AND ASPIRATOR ARM (✓CHECK)	VERIFY 7 COLOR BEAD LOT (✓CHECK)	7-COLOR SET-UP (If applicable)P/F ENTER FOLLOWUP STEPS IN TROUBLESHOOTING LOG IF QC FAILURE OCCURS	VERIFY CST BEAD LOT (as needed) (✓CHECK)	CST SET-UP (If applicable) P/F ENTER FOLLOWUP STEPS IN TROUBLESHOOTING LOG IF QC FAILURE OCCURS	SHUTDOWN CLEAN PERFORMED (✓CHECK)	SHUTDOWN OPERATOR INITIAL	SYSTEM CLEAN PERFORMED USING FACSCLEAN (as needed) (✓CHECK)	SERVICE REQURIED AND REPORT FILED (as needed (✓CHECK)
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End of month review by: _____   Date: _____   N/A = Not Applicable   NP = Not Performed   P = Passed   F = Failed

Instructions for FLOW-FORM-011, BD FACS CANTO II MAINTENANCE LOG for Daily Use

1. Record the Month and Year in the first column.
2. If equipment is *Not In Use*, record **NIU** in START-UP OPERATOR INITIAL block
3. If equipment is in use and step is missed or not recorded, record **NP** (*Not Performed*) in block and write deviation report
4. Daily Use
   a. Initial START-UP OPERATOR INITIAL block
   b. (✓CHECK) equals task completed or system ok, **N/A** any field that is *Not Applicable* on the day instrument is used.
   c. **P** in field means instrument bead setup ***Passed*** specification and is cleared for use. **F** in field means setup ***Failed*** and further troubleshooting is required. Printed result report is placed in the instrument record book.
   d. Record any problems on separate trouble shooting log page designated for this instrument in the instrument troubleshooting log book.
   e. Initial SHUT-DOWN OPERATOR INITIAL block.

5. System clean is performed, as needed, only when instrument performance indicates a Long Clean is needed. This requires a 75 minute time period in order to complete.
6. Place check SERVICE REQURIED AND REPORT FILED block, if technical service call was required and file the report left by the service engineer.
7. End of month review must be signed by the flow supervisor or designee.
8. Record the date the monthly review was completed.

FLOW-FORM-011 BD FACS CANTRO II Maintenance Log
Instructions
Stem Cell Laboratory, DUMC,
Durham, NC

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Signature Manifest

Document Number: FLOW-FORM-011 **Revision:** 02

Title: BD FACS CANTO II Maintenance Log

All dates and times are in Eastern Time.

FLOW-FORM-011 BD FACS CANTO II Maintenance Log

Author

Name/Signature	Title	Date	Meaning/Reason
Melissa Reese (MGREESE)		22 May 2014, 12:31:16 PM	Approved

Manager

Name/Signature	Title	Date	Meaning/Reason
Barbara Waters-Pick (WATE02)		22 May 2014, 01:44:50 PM	Approved

Medical Director

Name/Signature	Title	Date	Meaning/Reason
Joanne Kurtzberg (KURTZ001)		24 May 2014, 06:32:37 AM	Approved

Quality

Name/Signature	Title	Date	Meaning/Reason
John Carpenter (JPC27)		27 May 2014, 12:40:27 PM	Approved

Document Release

Name/Signature	Title	Date	Meaning/Reason
Sandy Mulligan (MULLI026)		11 Jun 2014, 05:00:05 PM	Approved