



## STEM CELL LABORATORY (STCL)



**DOCUMENT NUMBER:** STCL-EQUIP-012 FRM1

**DOCUMENT TITLE:**

Wescor Hematology Slide Stainer Maintenance Log

**DOCUMENT NOTES:**

Previous # 8B.612 FRM 25B

### Document Information

**Revision:** 04

**Vault:** STCL-Equipment-rel

**Status:** Release

**Document Type:** Equipment

### Date Information

**Creation Date:** 01 Oct 2013

**Release Date:** 28 Oct 2013

**Effective Date:** 28 Oct 2013

**Expiration Date:**

### Control Information

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**Previous Number:** STCL-EQUIP-012 FRM1 Rev  **Change Number:** STCL-CCR-150

## Preventive Maintenance Chart

**WESCOR**

Month / Year:

Aerospray® Hematology Slide Stainer, Model 7120

Daily					Weekly					Monthly						
Clean Cycle and Wiping					Nozzle Performance					Clean Reagent Nozzle and Instrument^						
Day	AM	PM	Night	*Daily Control I Slides	Week	Reagent	Spray Pattern (✓ if okay)	Spray Volume	New Spray Volume (if nozzle was cleaned)	Drain Line Flush (see back page weekly step 4)	Initial	Reagent	Previous Months Ending Volume	Volume After Monthly Cleaning	Initial	
1					<b>1</b>	A						<b>A</b>				
2						B										
3						C										
4						D										
5					<b>2</b>	A						<b>B</b>				
6						B										
7						C										
8						D										
9					<b>3</b>	A						<b>C</b>				
10						B										
11						C										
12						D										
13					<b>4</b>	A						<b>D</b>				
14						B										
15						C										
16						D										
17												Supervisor Approval				
18																
19																
20																
21					<p align="center"><b>NIU = NOT IN USE</b></p> <p>Preventative Maintenance Chart procedures are located on reverse side.</p> <p>Instructions for the Spray Pattern Test, Spray Volume Test, and cleaning the nozzles are contained in the User's Manual. The frequency set forth on this chart for daily, weekly, and monthly maintenance is considered maximum. Field experience suggests the more the Aerospray Slide Stainer is used the less frequently it requires preventive maintenance. Do preventive maintenance at I the level necessary to keep nozzle performance within specification and slides staining correctly.</p> <p>Warning: Always wear eye and hand protection when performing preventive maintenance on the Aerospray Slide Stainer. This Preventive Maintenance Chart may be reproduced in entirety by Aerospray users.</p> <p>* optional</p>											
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Preventive Maintenance Procedure		Reagent Lot Record				Corrective Action Log	
		Day	Reagent A	Reagent B	Reagent C	Reagent D	
<p><b>DAILY:</b> At the end of each shift or if the instrument will be idle for more than four hours:</p> <ol style="list-style-type: none"> <li>Run a CLEAN cycle. Leave instrument in CLEAN TO REPRIME mode.</li> <li>Use a spray bottle filled with methanol and spray the front of each nozzle and clean each nozzle orifice with nozzle brush.</li> <li>Spray the stainer bowl and exterior case using methanol. Wipe clean with a paper towel.</li> <li>Initial completion of daily procedure on preventive maintenance (PM) chart.</li> <li>When you are ready to use the instrument again, press CLEAN to reprime reagent lines. In addition, you may want to run a SPRAY PATTERN test to verify nozzle performance prior to staining. Should any pattern appear abnormal repeat step 2 to clean nozzle orifice. (Run control slides if desired).</li> </ol> <p><b>WEEKLY:</b></p> <ol style="list-style-type: none"> <li>Perform SPRAY PATTERN and SPRAY VOLUME tests as described in User's manual. Record volume collected from each nozzle on PM chart.</li> <li>If volume trends lower or spray pattern is abnormal, disassemble and clean affected nozzle(s) (refer to User's Manual). Do not mix or interchange nozzles or nozzle parts. Always return nozzles to same location in stainer. Repeat SPRAY PATTERN and SPRAY VOLUME tests on cleaned nozzle(s).</li> <li>Wipe down nozzles, carousel tray, and carousel lid using methanol spray bottle and/or SS-029 Nozzle Cleaning Solution with a paper towel.</li> <li>Slowly pour 200-300 mL of water into instrument drain to prevent build up of paper fibers, precipitates, etc. Verify drain is flowing properly and not allowing fluid to back up in bowl or flow out of air vent on case back.</li> <li>Initial completion of weekly PM.</li> </ol> <p><b>MONTHLY:</b></p> <ol style="list-style-type: none"> <li>Disassemble and clean all nozzles as described in User's Manual. Do not mix or interchange nozzles or nozzle parts.</li> <li>Reinstall nozzles. Always return nozzles to the same location in the stainer.</li> <li>Perform SPRAY PATTERN and SPRAY VOLUME tests. Record results of end of month SPRAY VOLUME test on preventive maintenance chart.</li> <li>NOTE: As you enter a new month the Volume After Monthly Cleaning number becomes Previous Months Ending Volume number.</li> <li>Disinfect reusable bottles with a 1/10 dilution of household bleach. Allow to stand in bottle for 10 minutes. Rinse thoroughly with deionized water. Initial completion of monthly PM. Supervisor check and initial.</li> </ol>		1					
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<p align="center"><b>Instructions for Reagent Lot Record</b></p> <p>Each time you replace a reagent bottle, record lot number from 1 the new bottle in the box that corresponds to the reagent changed and current months numeric date.</p>						<p align="center"><b>Corrective Action Log Instructions</b></p> <p>The Corrective Action Log is optional. 1 Document each problem occurrence with (1) the date, (2) a brief description of the problem, and (3) any corrective action taken to resolve or correct the problem.</p>	

**Signature Manifest****Document Number:** STCL-EQUIP-012 FRM1**Revision:** 04**Title:** Wescor Hematology Slide Stainer Maintenance Log

All dates and times are in Eastern Time.

**STCL-EQUIP-012 FRM1 Wescor Hematology Slide Stainer Maintenance Log****Author**

Name/Signature	Title	Date	Meaning/Reason
Barbara Waters-Pick (WATE02)		15 Oct 2013, 04:20:41 PM	Approved

**Manager**

Name/Signature	Title	Date	Meaning/Reason
Barbara Waters-Pick (WATE02)		15 Oct 2013, 04:21:04 PM	Approved

**Medical Director**

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Joanne Kurtzberg (KURTZ001)		17 Oct 2013, 08:08:30 AM	Approved

**Quality**

Name/Signature	Title	Date	Meaning/Reason
(COLEM002 ) for John Carpenter (JPC27)		17 Oct 2013, 01:41:11 PM	Approved

**Document Release**

Name/Signature	Title	Date	Meaning/Reason
Sandy Mulligan (MULLI026)		18 Oct 2013, 05:03:21 PM	Approved

**Review: STCL-EQUIP-012 FRM1 04****Review**

Name/Signature	Title	Date	Meaning/Reason
Barbara Waters-Pick (WATE02)		02 Sep 2015, 10:44:50 AM	Reviewed
Joanne Kurtzberg			

(KURTZ001)	03 Sep 2015, 12:37:23 PM	Reviewed
John Carpenter (JPC27)	03 Sep 2015, 03:05:34 PM	Reviewed
Betsy Jordan (BJ42)	03 Sep 2015, 03:27:20 PM	Reviewed

**Review: STCL-EQUIP-012 FRM1 04**

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**Review**

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Name/Signature	Title	Date	Meaning/Reason
Barbara Waters-Pick (WATE02)		06 Jul 2017, 11:02:41 AM	Reviewed
Joanne Kurtzberg (KURTZ001)		10 Jul 2017, 09:00:24 AM	Reviewed
John Carpenter (JPC27)		11 Jul 2017, 10:04:50 PM	Reviewed
Betsy Jordan (BJ42)		12 Jul 2017, 07:31:40 AM	Reviewed