



STEM CELL LABORATORY (STCL)



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DOCUMENT TITLE:

Sysmex XS-1000i Hematology Analyzer Reagent Replacement JA2

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Control Information

Author: WATE02

Owner: WATE02

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1. When a reagent container is empty, the alarm sounds and the Help Dialog box displays on the IPU. "Replace Container" message with the name and abbreviation for the reagent to be replaced is displayed.
2. Click [**RESET ALARM**] or press [**F1**] to silence the alarm. The Action area of the dialog box displays instructions for reagent replacement.
3. Click [**Execute**] to open Reagent Replacement screen.
4. Once open, the Reagent Replacement screen will display "Replace" next to the reagent to be replaced.
5. Scan the long (lower) barcode label on the container using the handheld bar code reader. Updated information is displayed for lot number, expiration date and volume.
6. Reagent information may also be entered manually.
 - a. Enter the lot number and expiration date found on the reagent label.
 - b. Enter the number of days for "Opened Expiration". Open dating for all reagents is 60 days.
7. Open the new reagent container. Using clean technique to avoid contamination, remove the line from the empty container and insert it directly into the new container. Tighten the cap on the new container.
8. Record the date the reagent was placed into use, the open expiration date and the performing technologist's initials on the container.
9. Click [**Execute**] to initiate priming.
10. Reagent will be aspirated to satisfy the sensor.
11. The Reagent Log will be updated once priming is complete.
12. To view the Reagent Log, click [**Menu**] or press [**F4**], click on "Controller" icon, and "Reagent Log" icon.
13. Double click the line for the reagent that was replaced to open the Comment box. A comment (e.g. Tech initials) may be added.

NOTE: Reagent Verification: Several Systems are used together to verify reagent consistency from cube to cube and from lot # to lot #. Reagent verification is not a stand-alone documented process. The following programs validate the reagent/instrument system: 1) daily background checks (reflected maintenance log sheet), 2) the IPU reagent log, 3) the moving average QC file (selected parameters used primarily by the service representative, 4) the commercial control files (three levels) which are compared across peer groups using ILQC and Insight Programs, 5) the XS-1000i problem log).

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Signature Manifest**Document Number:** STCL-EQUIP-002 JA2**Revision:** 01**Title:** Sysmex XS-1000i Hematology Analyzer Reagent Replacement JA2

All dates and times are in Eastern Time.

STCL-EQUIP-002 JA2 Sysmex XS-1000i Hematology Analyzer Reagent Replacement JA2**Author**

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