

STEM CELL LABORATORY (STCL)



DOCUMENT NUMBER: STCL-EQUIP-023 JA3
DOCUMENT TITLE: Sysmex XN-450 Hematology Analyzer Dilution Protocol
DOCUMENT NOTES:

Document Information

Revision: 01 Vault: STCL-Equipment-rel

Status: Release Document Type: STCL

Date Information

Creation Date: 19 Mar 2025

Release Date: 20 Mar 2025

Effective Date: 20 Mar 2025

Expiration Date:

Control Information

Author: WATER002 Owner: WATER002

Previous Number: None Change Number: STCL-CCR-562

STCL-EQUIP-023 JA3 SYSMEX XN 450 HEMATOLOGY ANALYZER DILUTION PROTOCOL

PROTOCOL FOR ALL DILUTIONS

- 1. <u>Labeling dilution test tubes</u>: Label the test tube (in which the dilution is prepared) with the product assigned to the ISBT barcode. Add a dash and the dilution factor number (-2 or -3), etc., as appropriate for the dilution.
- 2. <u>Calculations</u>: Record all calculations directly on the analyzer print-out so that the reported value is recorded there.
- 3. <u>Minimize dilutional error</u>: (1) Prepare all dilutions using aliquots of the original specimen. NEVER prepare dilutions from other dilutions. (2) Use the smallest dilution factor that will arrive at a diluted value within the linear range of the analyzer. On extremely high values, make a dilution that should bring the value to the middle of the reportable range.

PROPER USE OF A PIPETTE:

ALWAYS:

- 1. Aspirate and expel liquids do not prime pipette tips and do not use "reverse" pipetting
- 2. Make sure there are no bubbles
- 3. Hold the pipette upright and the tube at an angle being sure to touch the tip to an inner wall of the test tube
- 4. Use a different pipette tip with each different fluid being pipetted

DILUENT:

- 1. Use Cellpack DCL as the diluent for all dilutions.
- 2. Aseptically remove an aliquot of Cellpack DCL from the reagent cube in use. Label the container with the contents, lot number, open expiration date, tech initials and the date.

DILUTION SAMPLE VOLUMES NEEDED FOR TESTING

The final sample volume of each prepared dilution must be at least 300 μ L to avoid "short sampling".

TESTING SAMPLE DILUTIONS

When samples generate results that require dilutions prior to repeating/reporting, the prepared dilution may be analyzed immediately after preparation and thorough mixing with one exception; all diluted samples must be tested within 30 minutes of preparation (if testing is not immediate).

Signature Manifest

Document Number: STCL-EQUIP-023 JA3 **Revision:** 01

Title: Sysmex XN-450 Hematology Analyzer Dilution Protocol

Effective Date: 20 Mar 2025

All dates and times are in Eastern Time.

STCL-EQUIP-023 JA3 Sysmex XN-450 Hematology Analyzer Dilution Protocol

Author

Name/Signature	Title	Date	Meaning/Reason
Barbara Waters-Pick (WATER00	2)	19 Mar 2025, 11:22:01 AM	Approved

Management

Name/Signature	Title	Date	Meaning/Reason
Barbara Waters-Pick (WATER002	2)	19 Mar 2025, 11:22:13 AM	Approved

Medical Director

Name/Signature	Title	Date	Meaning/Reason
Joanne Kurtzberg (KURTZ001)		19 Mar 2025, 12:10:47 PM	Approved

Quality

Name/Signature	Title	Date	Meaning/Reason
Bing Shen (BS76)	Associate Director, Quality Assurance	20 Mar 2025, 12:58:18 PM	Approved

Document Release

Name/Signature	Title	Date	Meaning/Reason
Amy McKoy (ACM93)	Document Control Specialist	20 Mar 2025, 01:45:45 PM	Approved