eLABS RSA Training

24 April 2019

eLABS Workflow
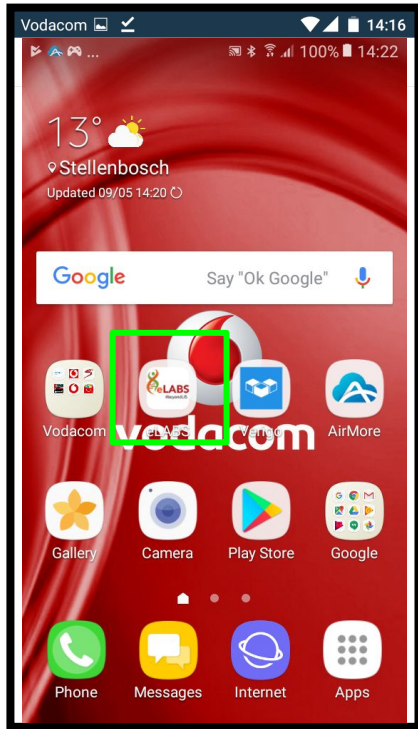
Journey of a Sample
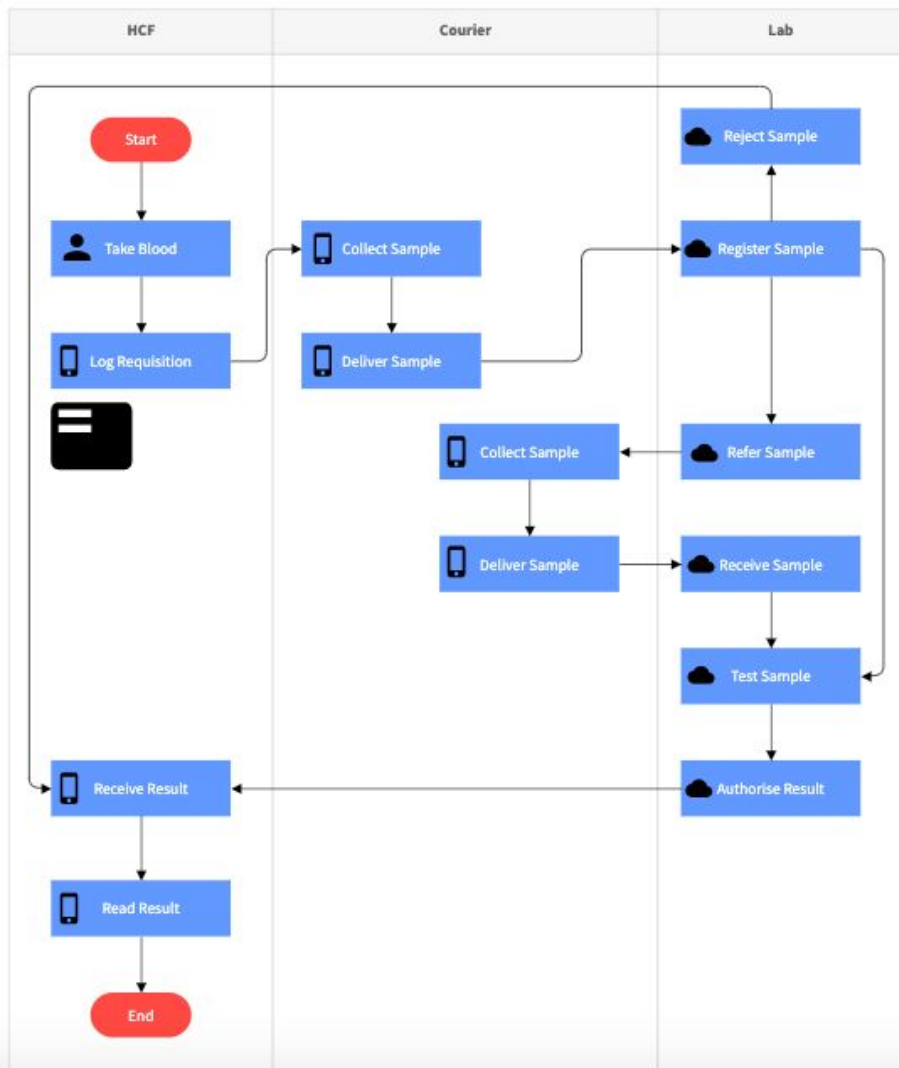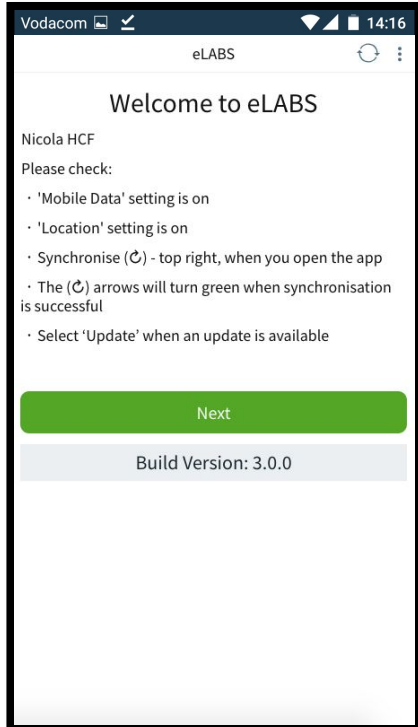

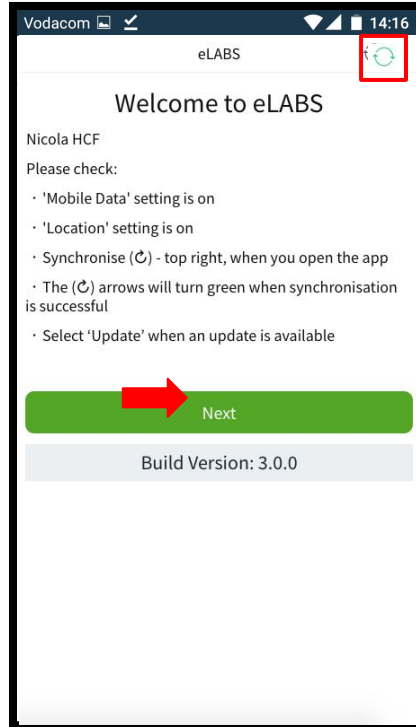| Icon	Description
📱	Captured on Mobile Device
☁	Received via Integration
👤	Physical Action

3

Troubleshooting and Setup

Open eLABS

Troubleshooting
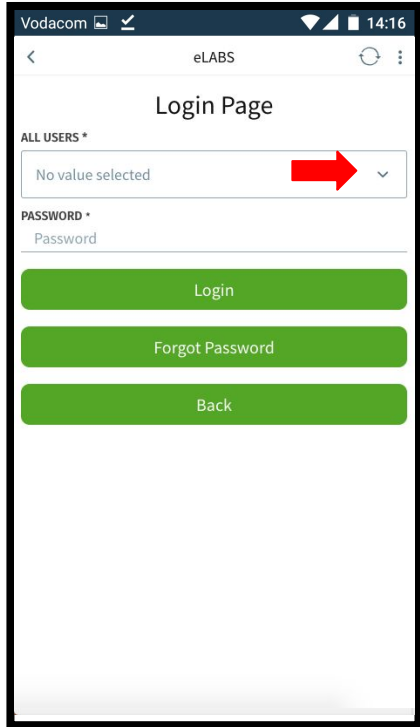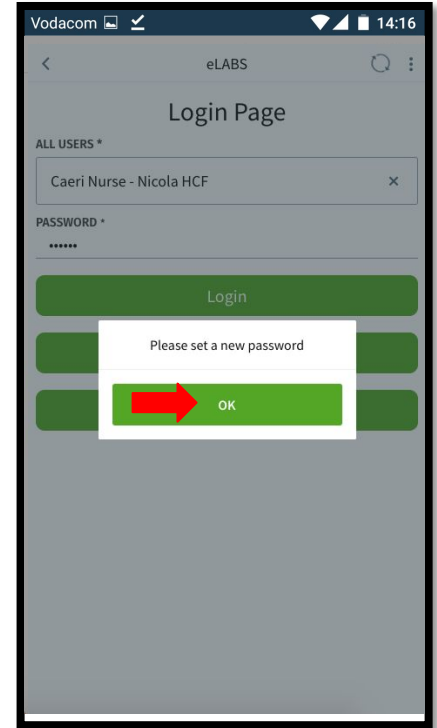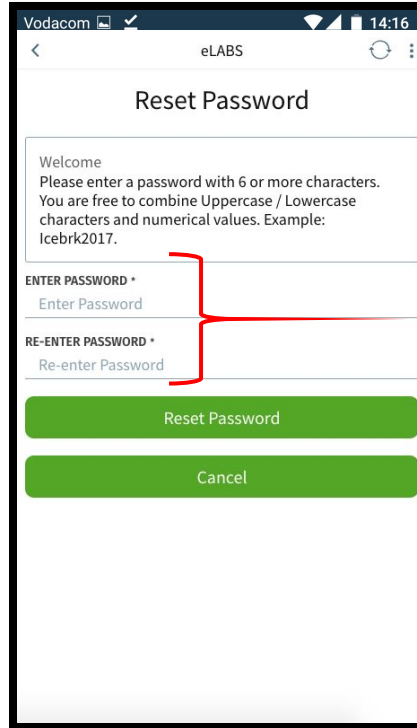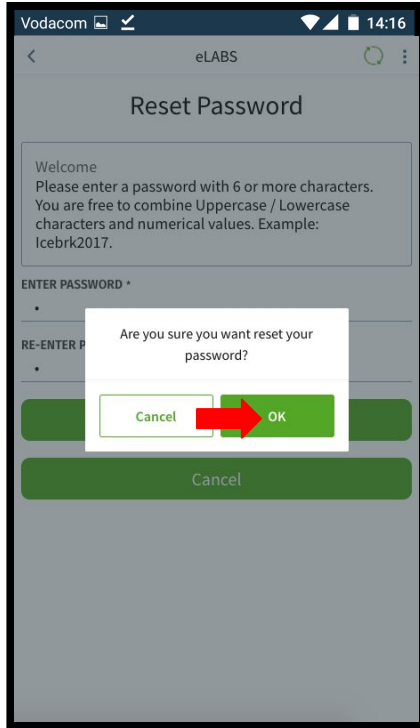

Note:
Please ensure that your application build version is aligned with the version displayed in the latest "What's New" document. If not, update your application.

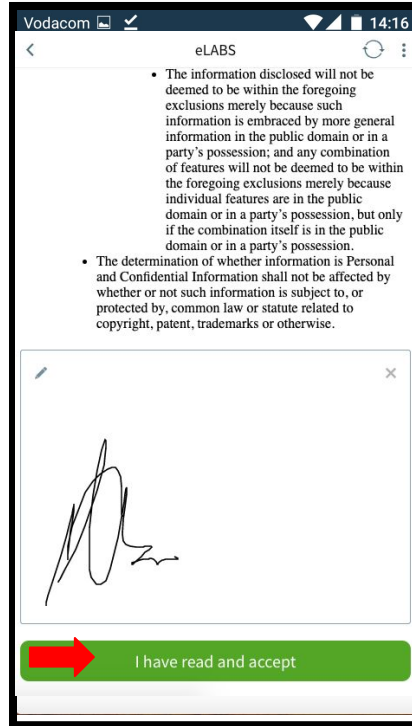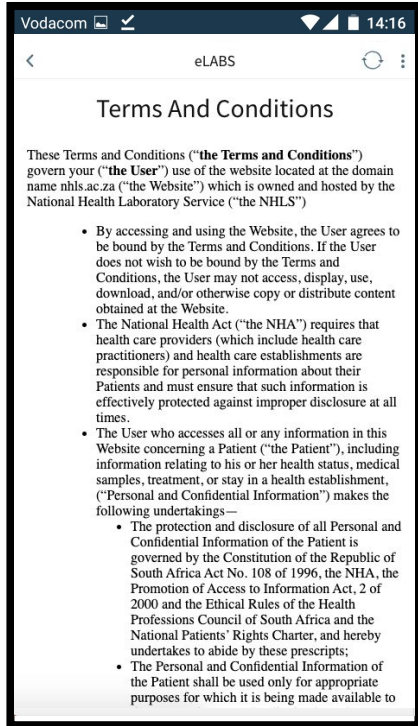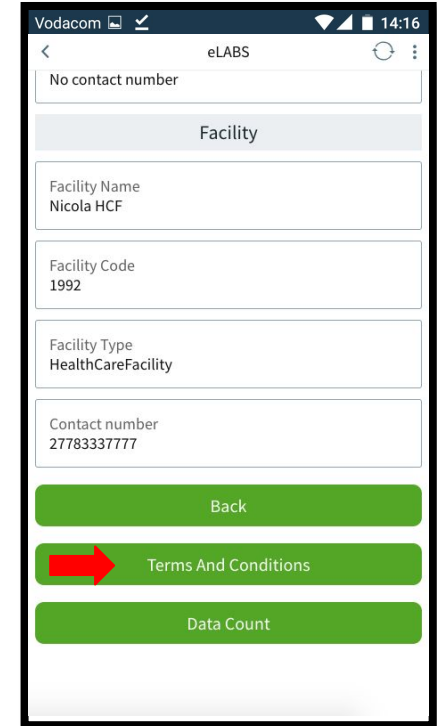# Log in

Default:12
3456
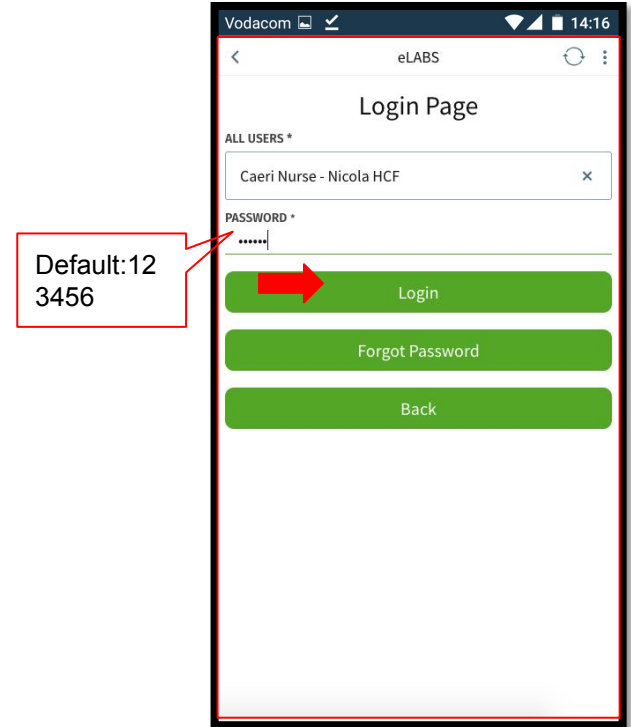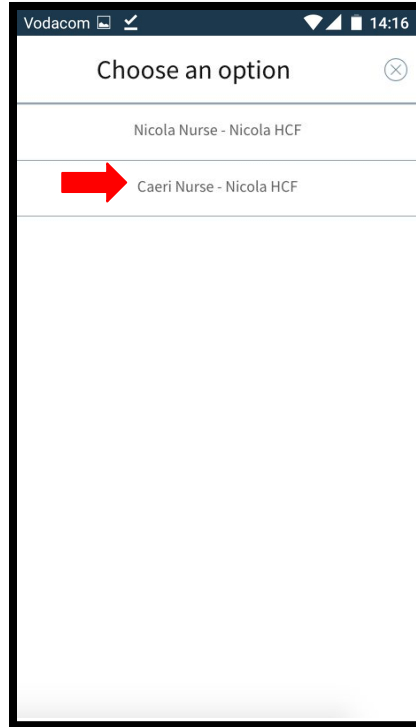
Reset password *(first time login)*

Terms & Conditions *(first time login)*

Notes:
If you want to revisit Terms and Conditions. Select "View Profile" from the Main Menu and click on the Terms and Conditions button.
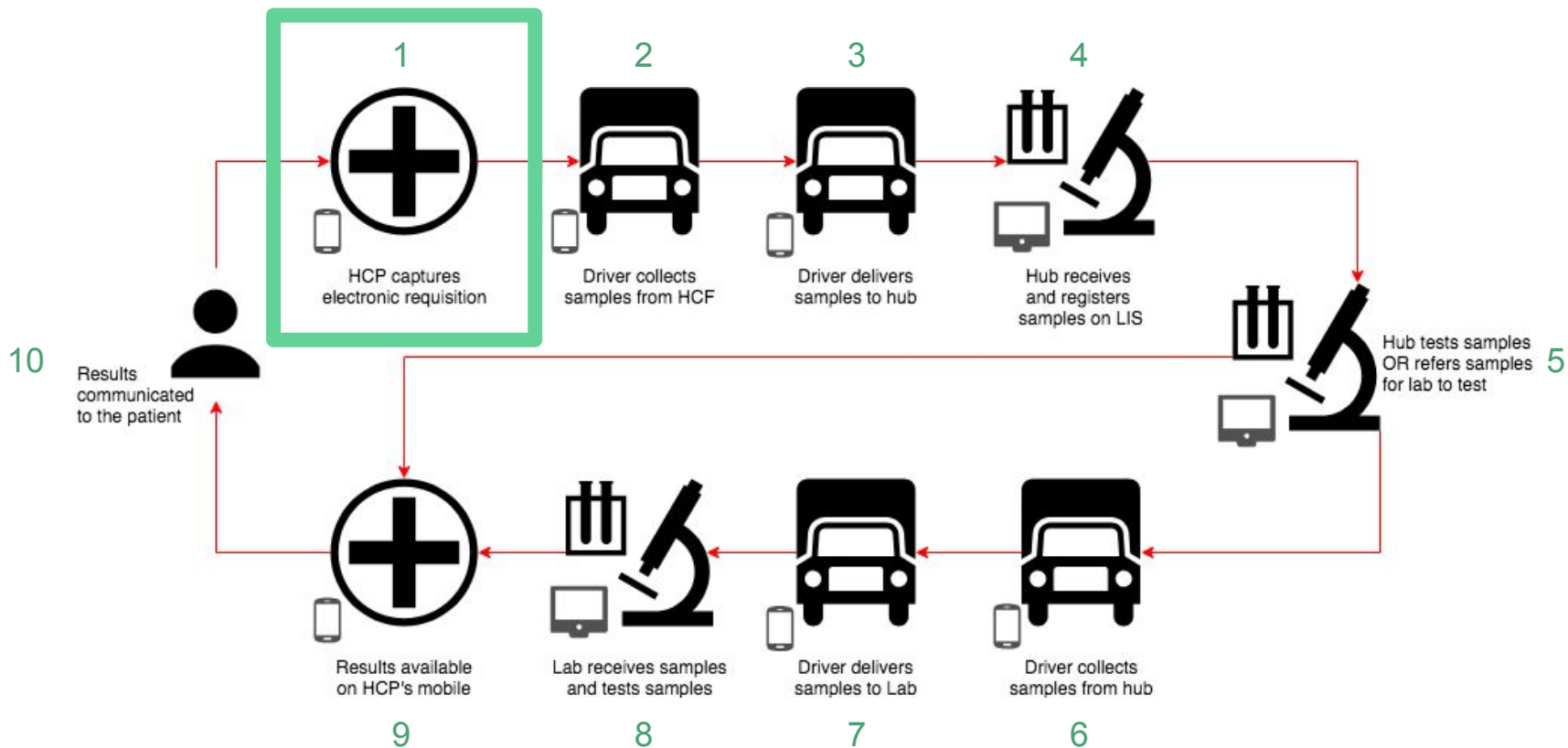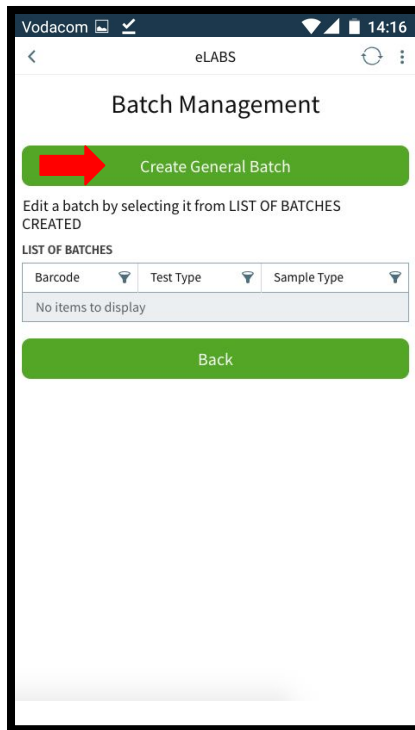
Forgot Password

Mobile users with a valid cellphone number on the system will receive an SMS with a default password to reset their password. If no valid cellphone number exists for the user on the system, the support desk must be contacted to retrieve the default password.

Servicepoint: Healthcare Facility

1
HCP captures
electronic requisition

2
Driver collects
samples from HCF

3
Driver delivers
samples to hub

4
Hub receives
and registers
samples on LIS

5
Hub tests samples
OR refers samples
for lab to test

6
Driver collects
samples from hub

7
Driver delivers
samples to Lab

8
Lab receives samples
and tests samples

9
Results available
on HCP's mobile

10
Results
communicated
to the patient
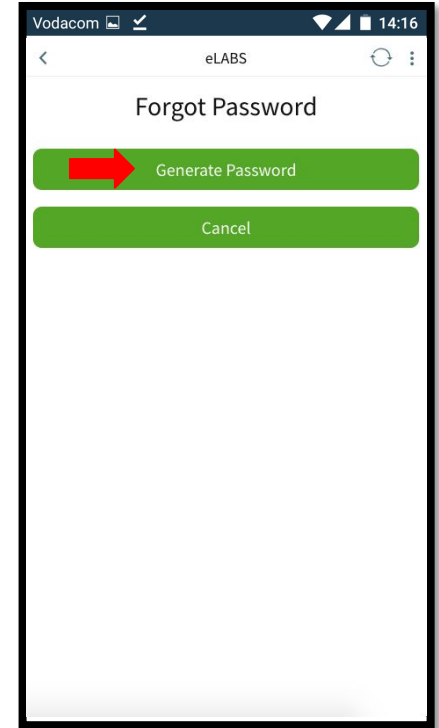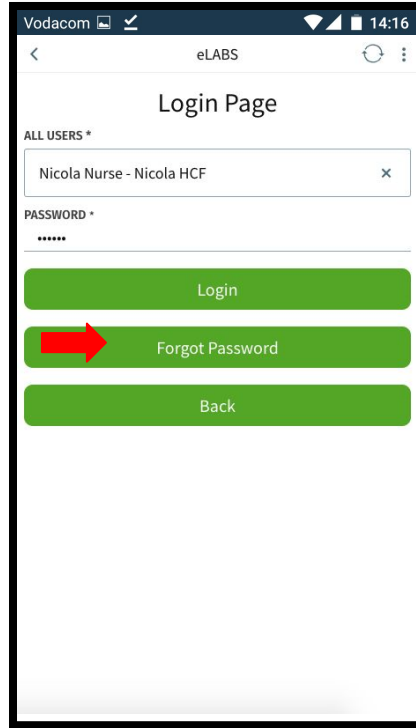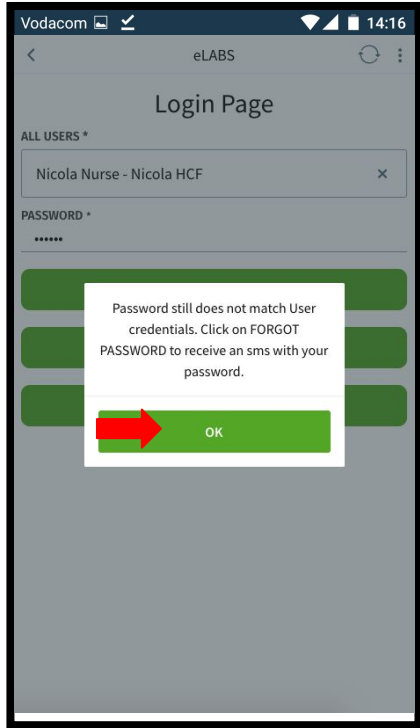
Log Requisition *(create a batch)*
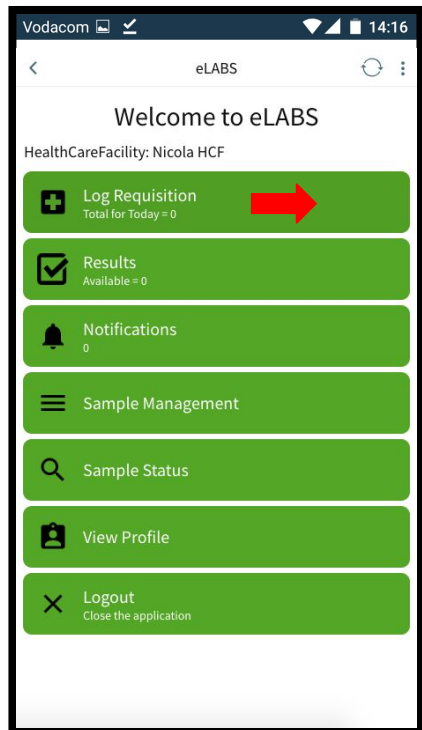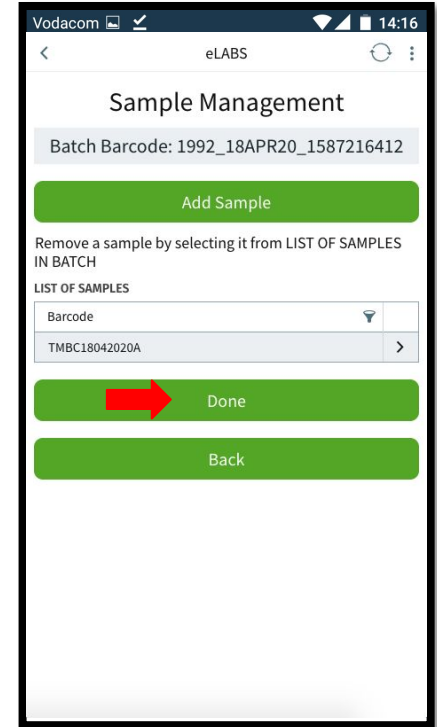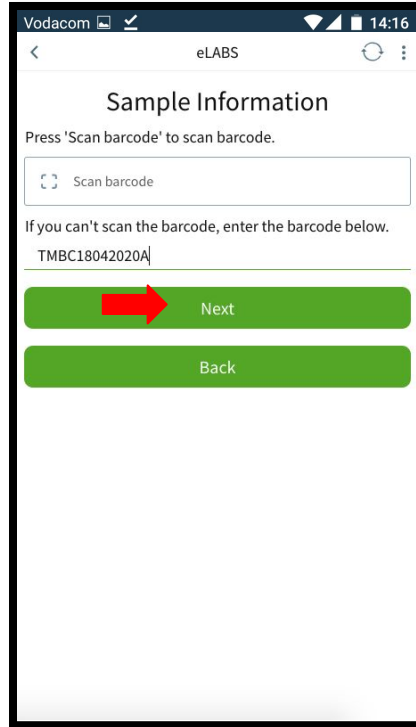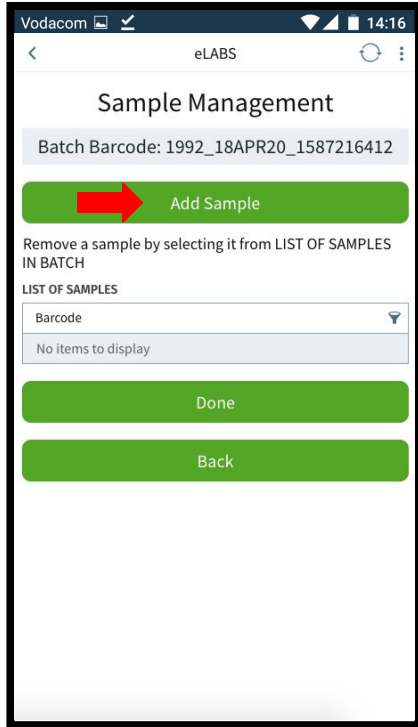

Notes:
Please note that each user is limited to 1 batch per batch type. If you would like to use an existing batch on your device, select the batch from the list. If the batch has been collected, but still shows on the device, simply navigate to **Sample Management** and mark the batch as collected. Then create a new batch.
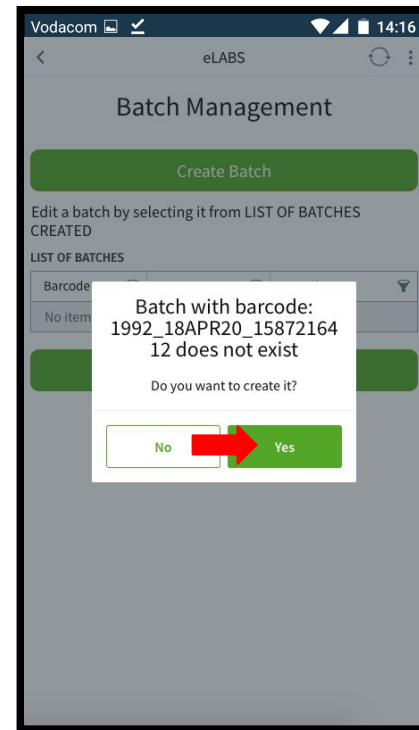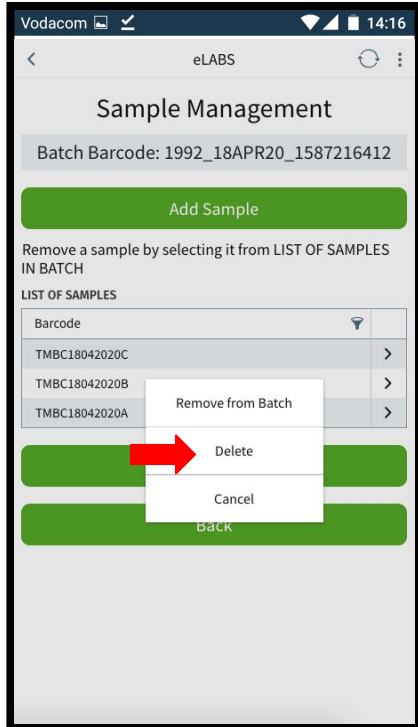
Log Requisition *(add samples to batch)*

Log Requisition *(confirm sample)*
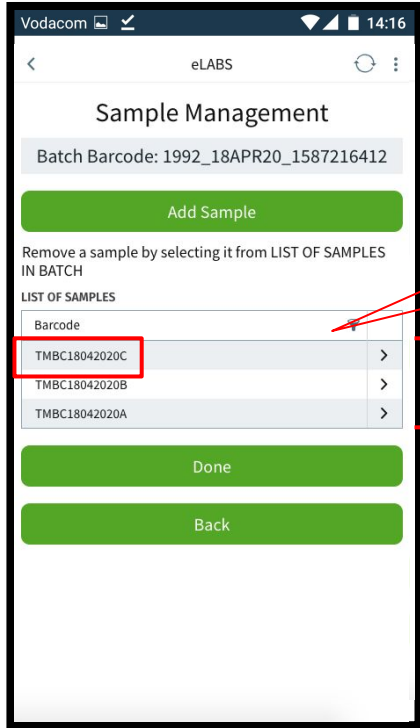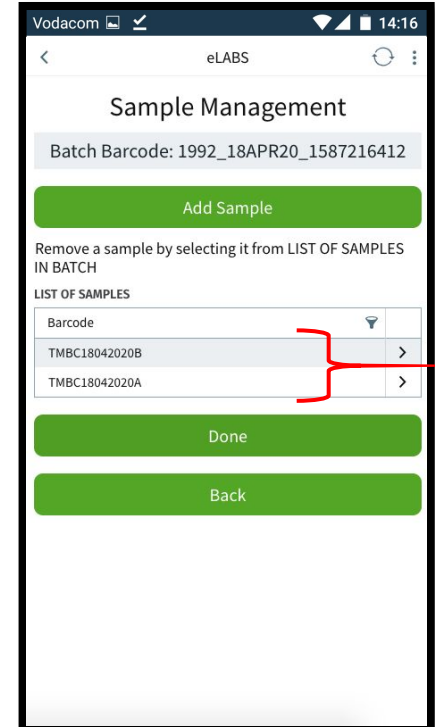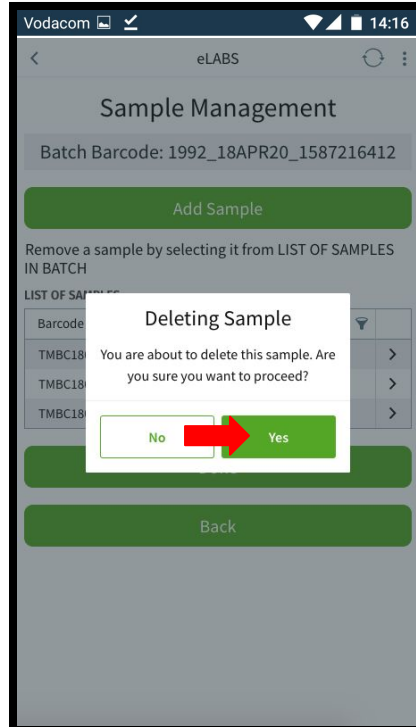

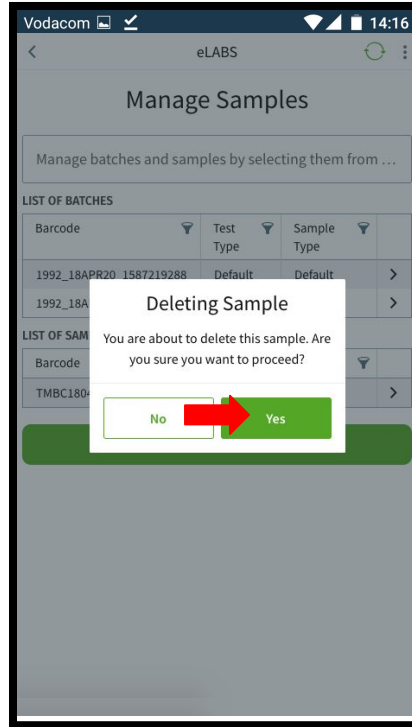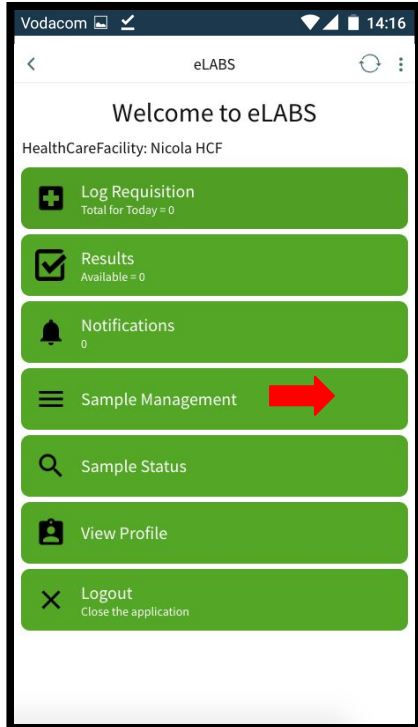Most recent scanned sample listed at top.

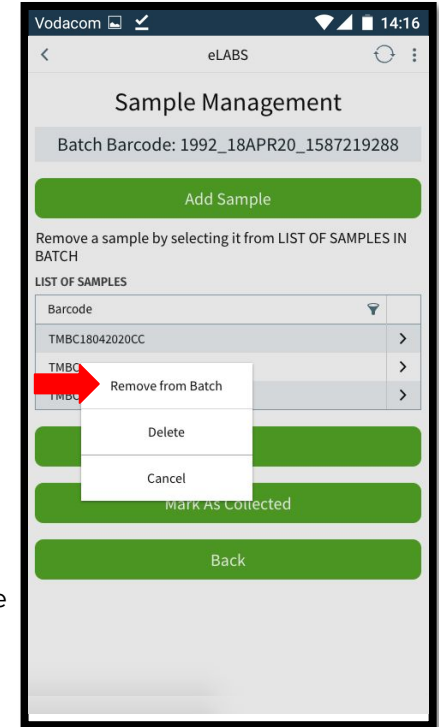# Log Requisition *(edit incorrectly scanned samples)*

Note:
A sample can be removed from a batch and then linked to another batch in "Sample Management" OR a sample can be DELETED.
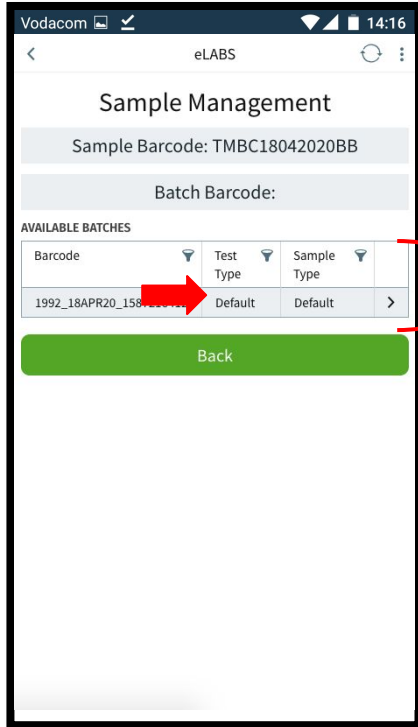
Sample Management

Note:
Click on a sample to see editing options.
1. Incorrect samples can be DELETED.
2. Samples linked to a wrong batch can be removed from the batch.

Sample Management

Note:
Samples not linked to a batch (list of samples) can be linked to a batch by clicking on the sample, choosing "Edit" and then selecting the batch you wish to link it to from the list of available batches.
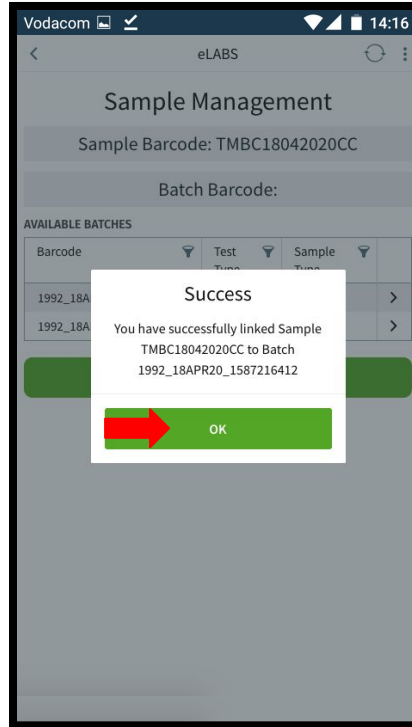
Note:
Empty batches can be deleted from the list of batches by clicking on the batch you would like to delete and then selecting "Delete".

Sample Management
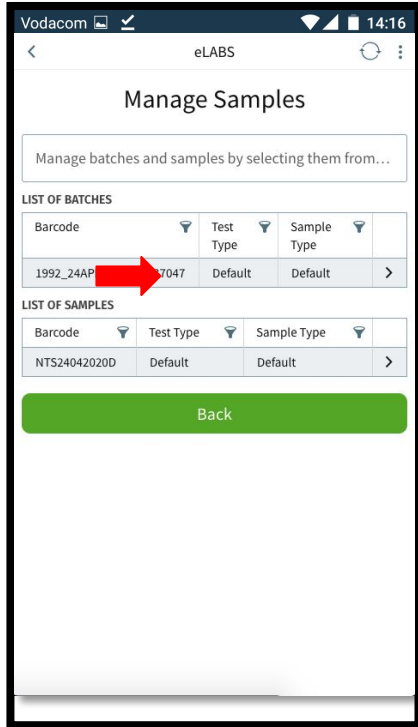
Note:
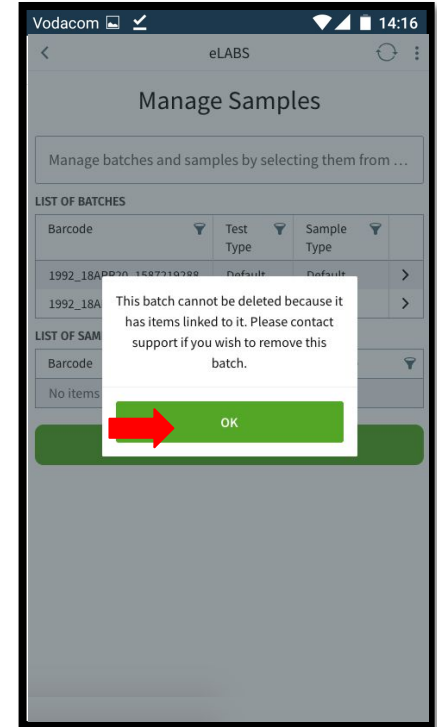If a batch has been collected, but still shows on the device, you can mark the batch as collected and it will be removed from your device.

Servicepoint: Courier

1 — HCP captures electronic requisition
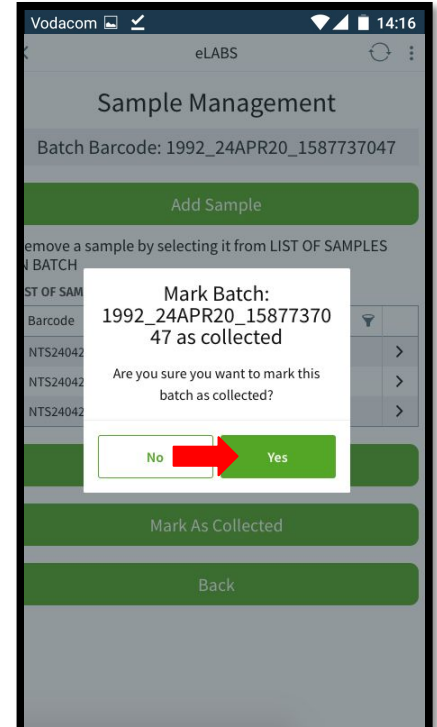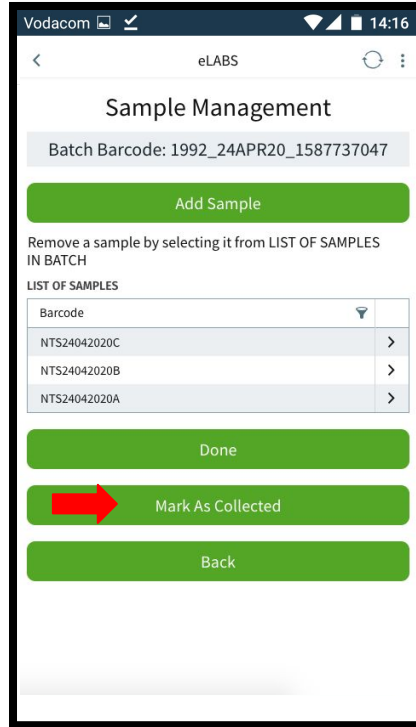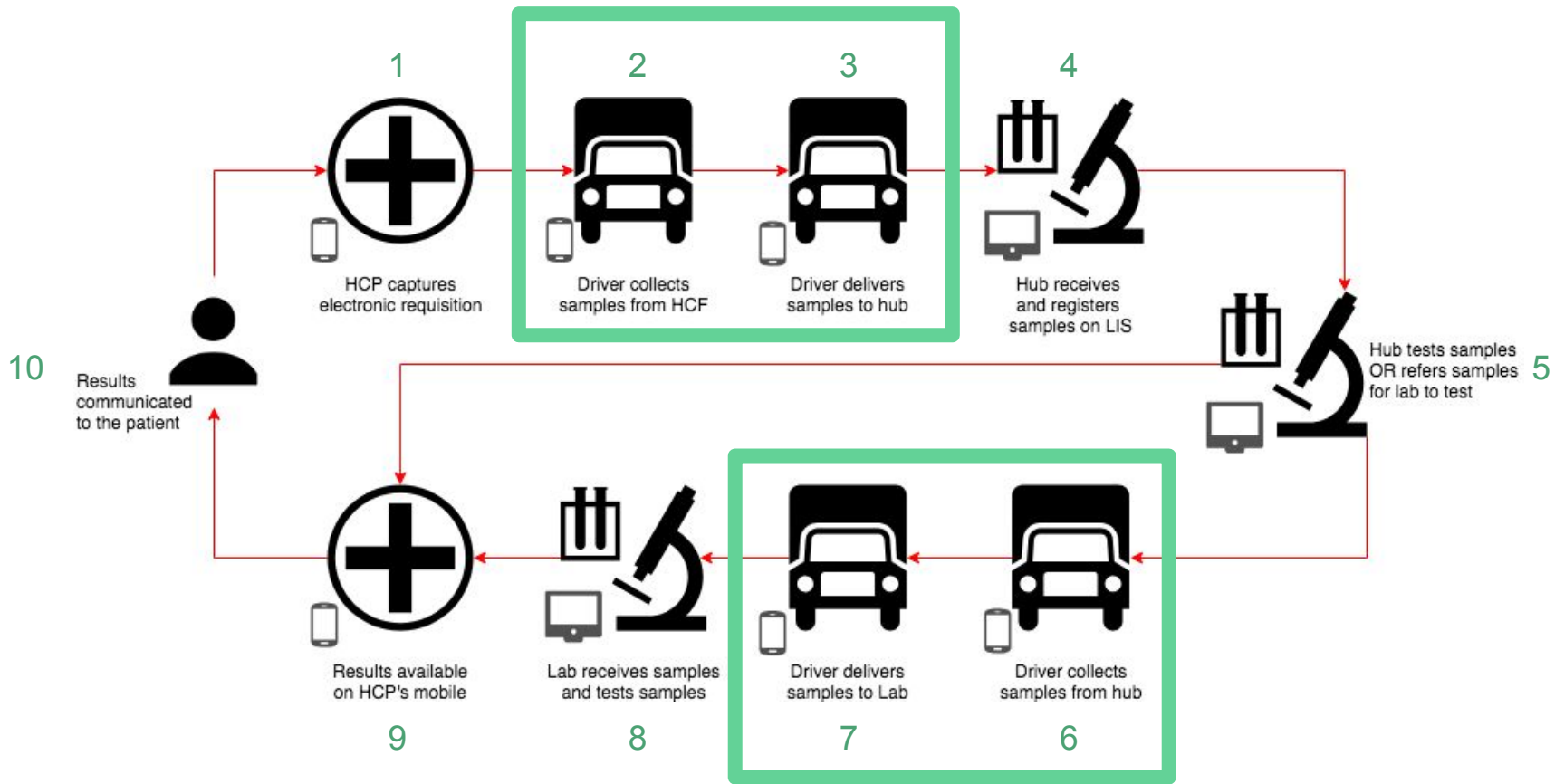
2 — Driver collects samples from HCF

3 — Driver delivers samples to hub

4 — Hub receives and registers samples on LIS

5 — Hub tests samples OR refers samples for lab to test

6 — Driver collects samples from hub

7 — Driver delivers samples to Lab

8 — Lab receives samples and tests samples

9 — Results available on HCP's mobile

10 — Results communicated to the patient

Collection - Scan Facility Barcode
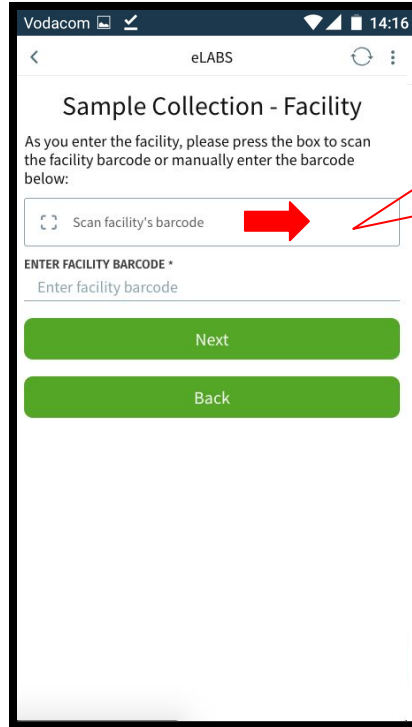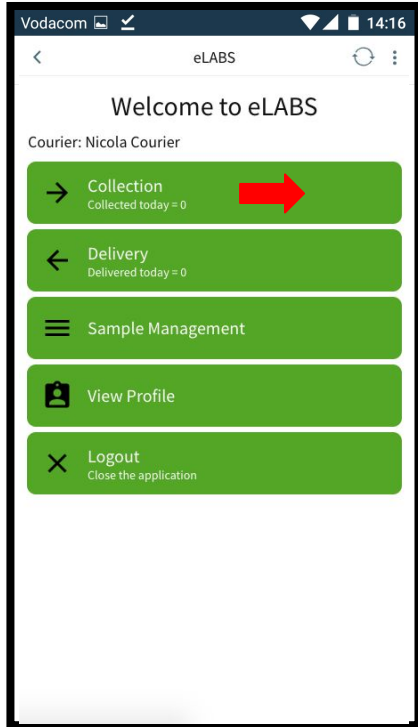
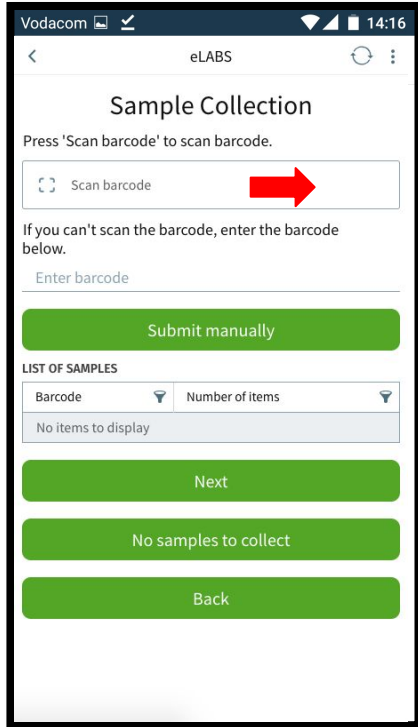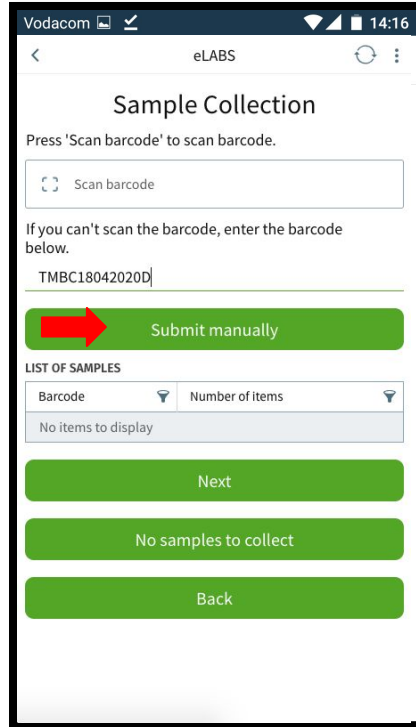Facility barcodes should be displayed at facility entrances. The facility scanner will only work for QR codes.
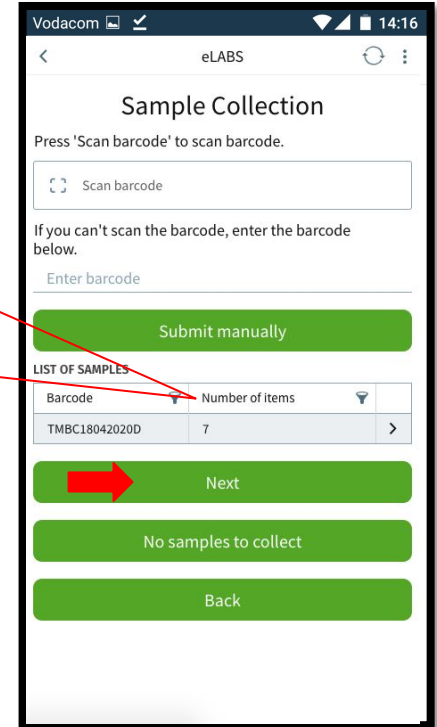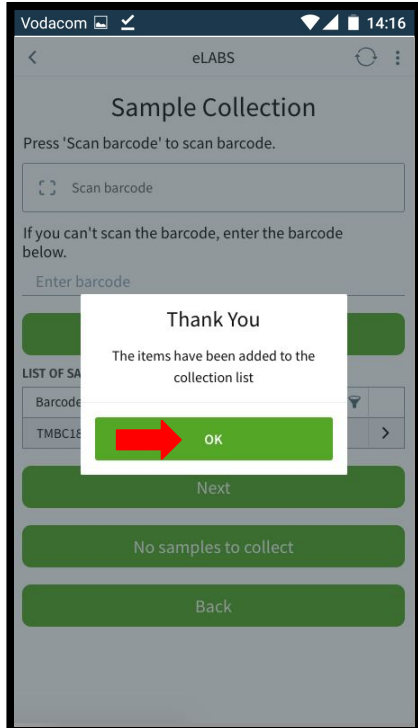
Collect Batches

Note:
Collect a batch by scanning or manually entering the barcode of a single sample within the batch OR the actual batch barcode.
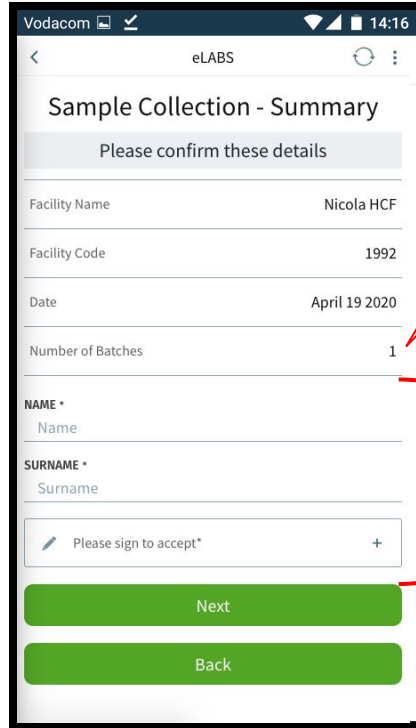
Number of samples in a batch ("NA" will show when item count is Not Available due to syncing).
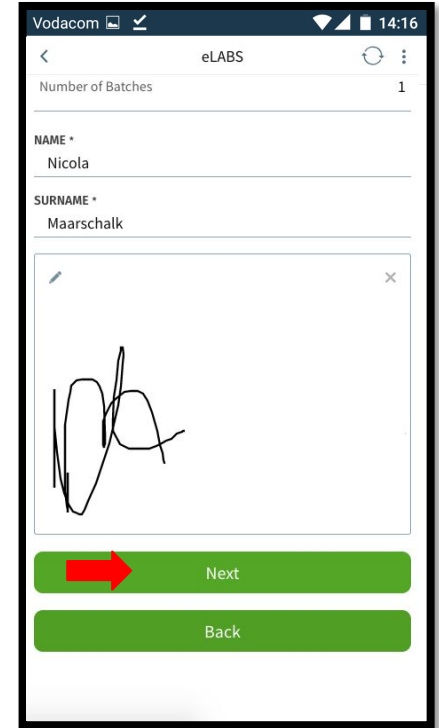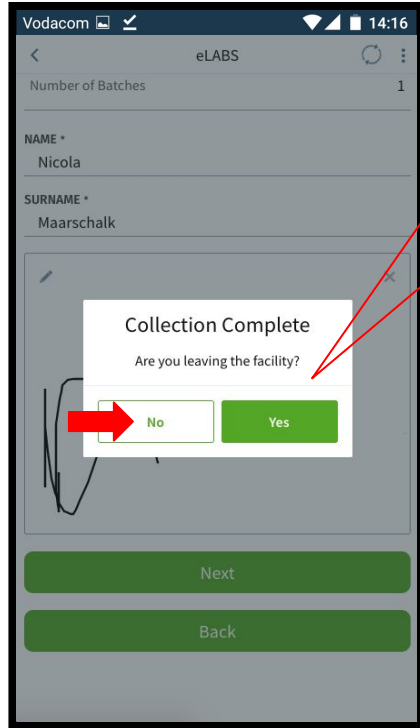
Confirm Collection

Note:
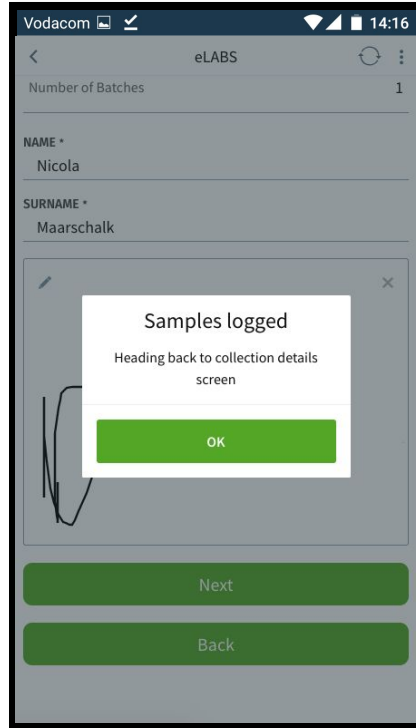Retrieve the details and signature of the sender.
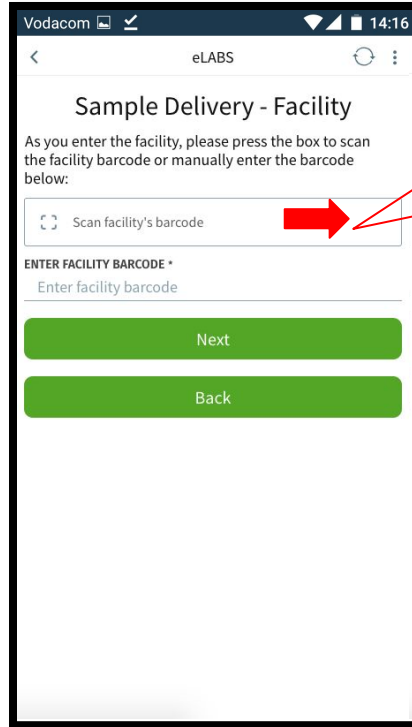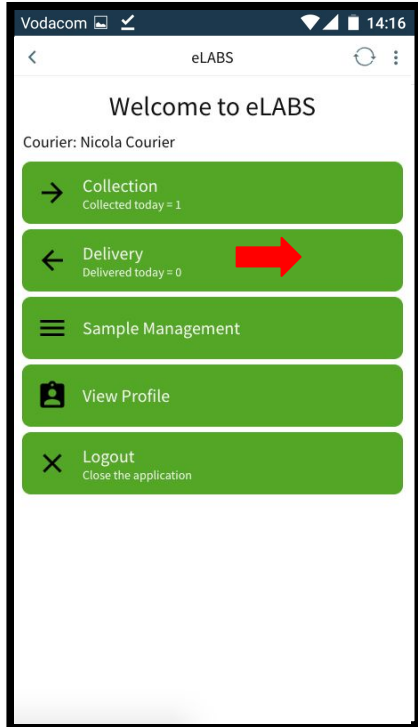
Number of batches collected.

Multiple Collections

No = Collect batches from another collection point within the facility.
Yes = Collection is complete.

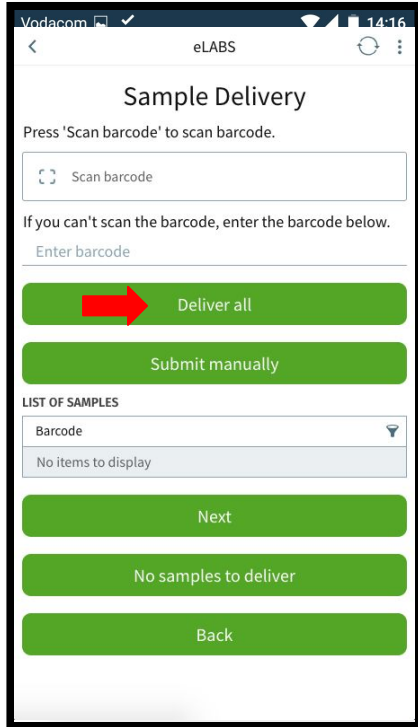# Delivery - Scan Facility Barcode

Facility barcodes should be displayed at facility entrances. The facility scanner will only work for QR codes.
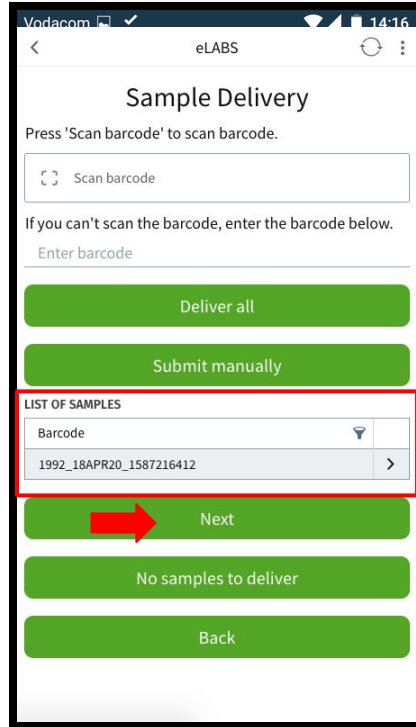
Scan Batch Barcode(s)

Note:

1. Deliver a single batch by scanning or manually entering the barcode of a single sample within the batch OR the actual batch barcode.

OR

2. Deliver all batches within your possession by selecting "Deliver all".

Confirm Delivery

Number of batches delivered.

Note:
Retrieve the details and signature of the receiver.

Sample Management
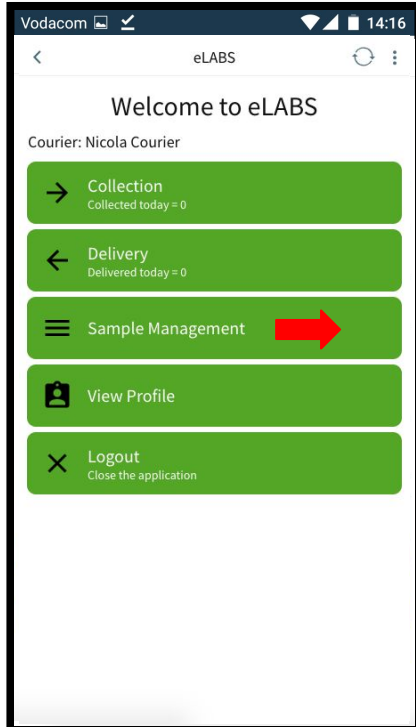
List of batches within your possession.

Couriers can also add an orphan sample to the last batch collected.

Note:
Select a batch to view the samples linked to the batch.

Note:
Linked samples will only be visible once all batch data has synced.

Servicepoint: Healthcare Facility

1 — HCP captures electronic requisition

2 — Driver collects samples from HCF

3 — Driver delivers samples to hub

4 — Hub receives and registers samples on LIS

5 — Hub tests samples OR refers samples for lab to test

6 — Driver collects samples from hub

7 — Driver delivers samples to Lab

8 — Lab receives samples and tests samples

9 — Results available on HCP's mobile

10 — Results communicated to the patient
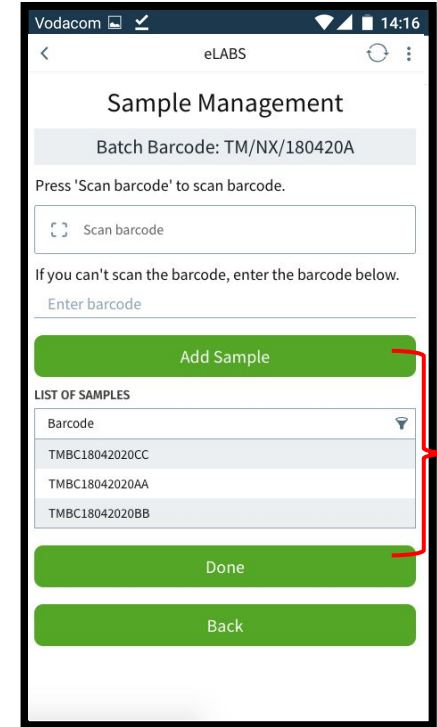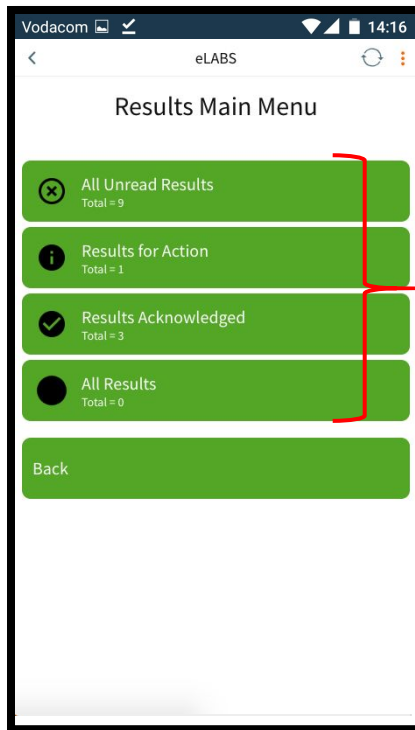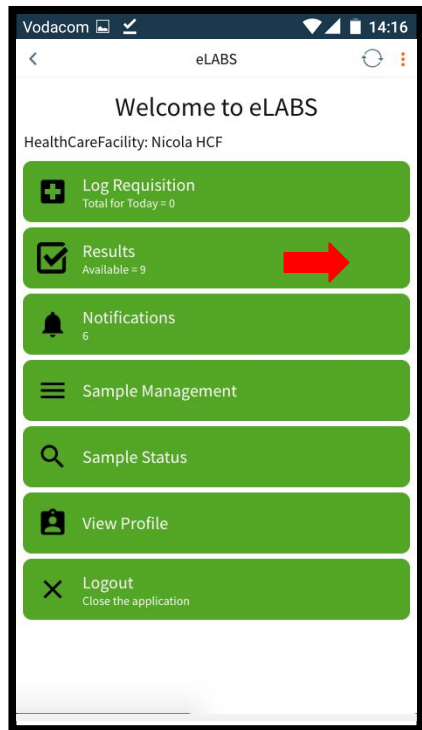
Results

All Unread Results
All results (includes suppressed results).
Results for Action
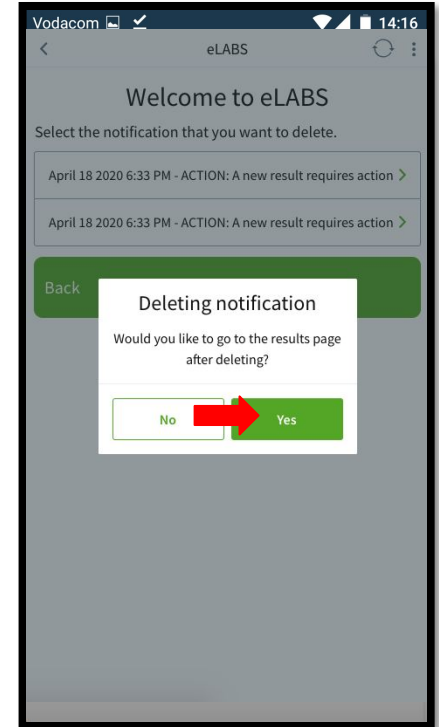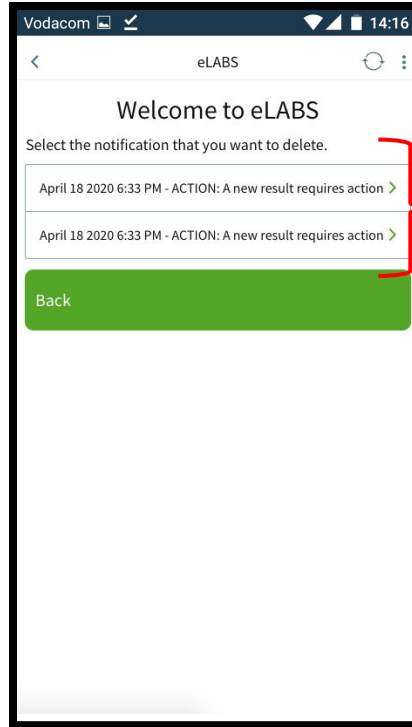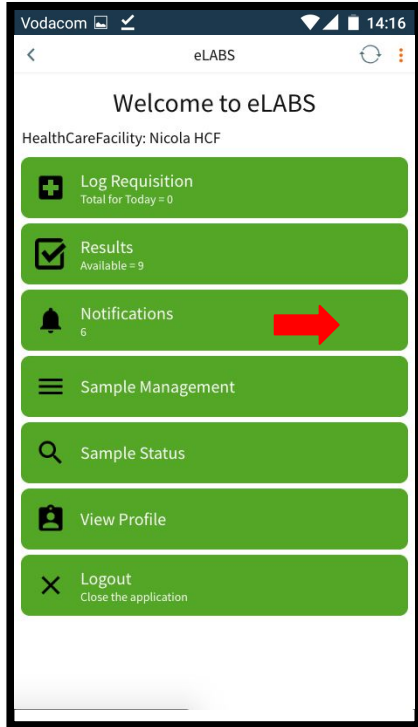*Unsuppressed, invalid, rejected and amended results.*
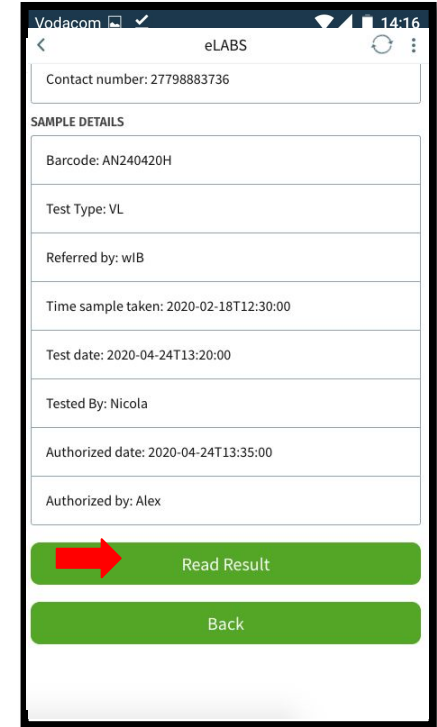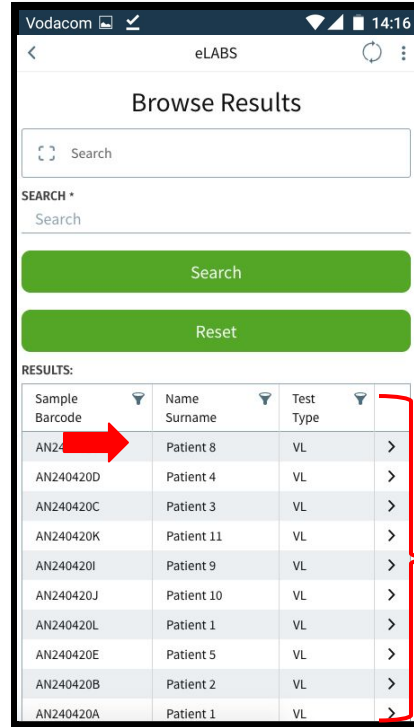**Results Acknowledged**
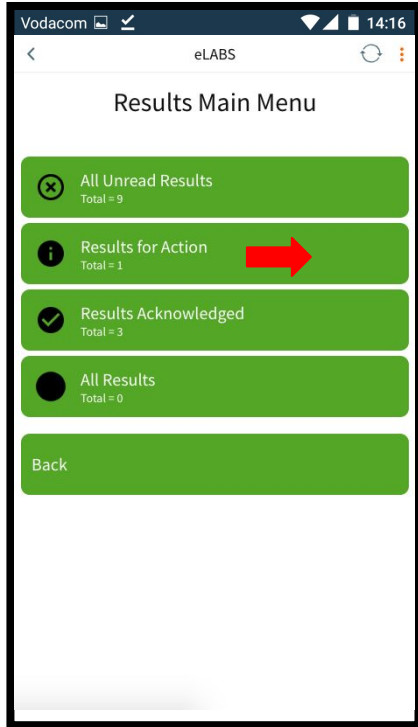*Results that have been read by the HCP.*
All Results
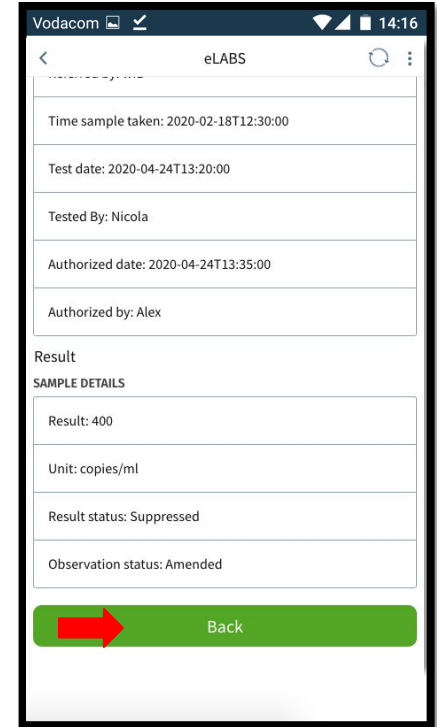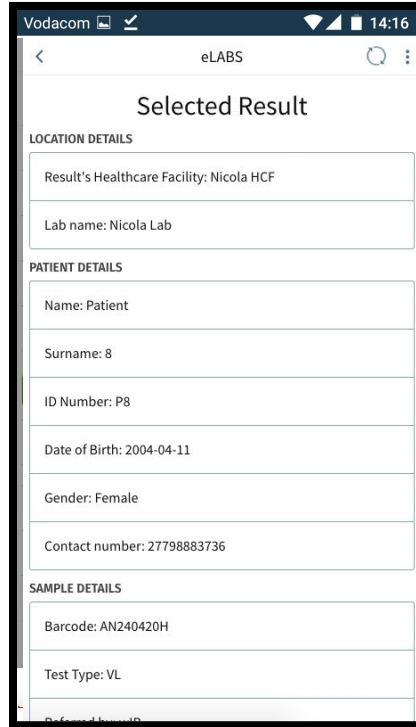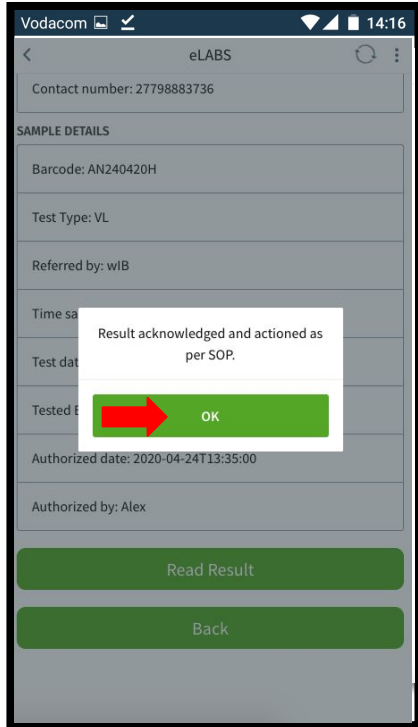*All results for easy searching.*

Notifications

Notifications are only received for: **Results for Action** *Unsuppressed, invalid, rejected and amended results.*

Results *(read results)*

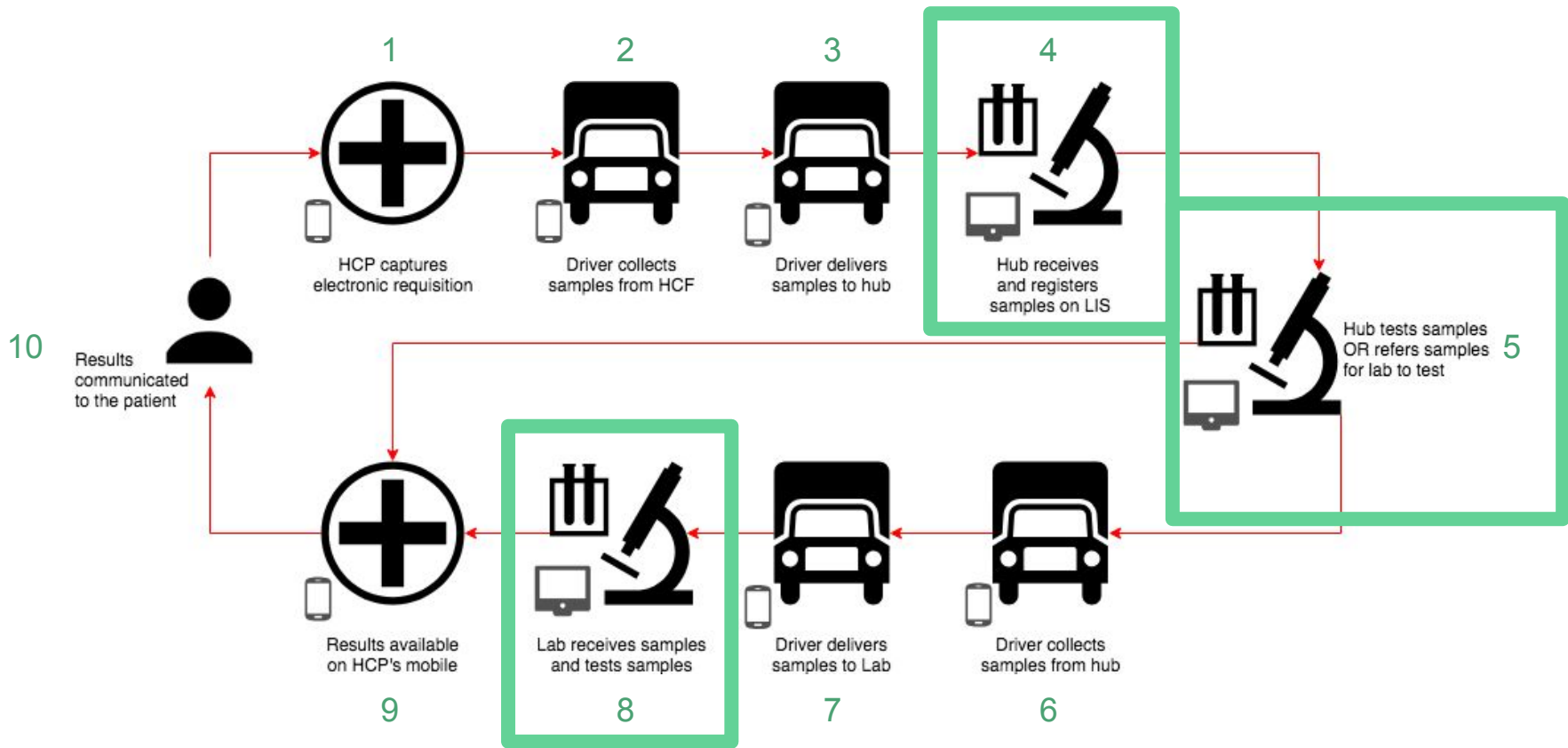# Results *(read results)*

Servicepoint: Laboratory

1 — HCP captures electronic requisition

2 — Driver collects samples from HCF

3 — Driver delivers samples to hub

4 — Hub receives and registers samples on LIS

5 — Hub tests samples OR refers samples for lab to test

6 — Driver collects samples from hub

7 — Driver delivers samples to Lab

8 — Lab receives samples and tests samples

9 — Results available on HCP's mobile

10 — Results communicated to the patient

TrakCare

Please follow the TrakCare standard operating procedure as currently set out for registration laboratories and testing laboratories.