

Access[®] 2 Immunoassay System

Task	Resource	How Measured?	Achieved?		N/A	Date	Trainee Initial	Trainer Initial
			Y	N				
SUPPLIES								
• Determine Supply Status	From the Supplies Screen: ↳ Help System	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
• Replenish supplies								
– Reagent Packs	From the Supplies Screen: ↳ Help System → Reagent Packs → Loading a Reagent Pack	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
– Reaction Vessels	From the Supplies Screen: ↳ Help System → Loading Reaction Vessels	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
– Substrate	From the Supplies Screen: ↳ Help System → Changing the Substrate Bottle	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
– RV Waste Bag	From the Supplies Screen: ↳ Help System → Changing the RV Waste Bag	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
– Wash Buffer	From the Supplies Screen: ↳ Help System → Changing the Wash Buffer Bottle	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
– Liquid Waste	From the Supplies Screen: ↳ Help System → Changing the Liquid Waste Bottle	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
CALIBRATION								
• Determine calibration status	From the Calibration Screen: ↳ Help System	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
• Select correct calibrators for each chemistry	Assay Manual, Access [®] Family of Immunoassay Systems	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

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<ul style="list-style-type: none"> Determine current Calibrator Lot number in use 	From Sample Manager Screen: ↳ Help System	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<ul style="list-style-type: none"> Perform a successful calibration 	→ Calibration Test Requests → Entering Calibration Test Requests	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<ul style="list-style-type: none"> Configure new calibrator lot number 	From the Calibration Screen: ↳ Help System → Setting Up Calibrators → Adding a Calibrator	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
SAMPLE PROCESSING								
<ul style="list-style-type: none"> Identify Sample requirements 	Assay Manual, Access [®] Family of Immunoassay Systems	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<ul style="list-style-type: none"> Select appropriate rack/bar code/container combinations 	Access [®] 2 Immunoassay System Quick Reference Guide ↳ Racks and Sample Containers	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<ul style="list-style-type: none"> Routine and STAT patient processing 	From the Sample Manager Screen: ↳ Help System → About Sample Processing	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<ul style="list-style-type: none"> Locate Test Results 	From the Quality Control Screen: ↳ Help System → Test Result Filters → Finding a Test Result	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
QUALITY CONTROL								
<ul style="list-style-type: none"> Define 	From the Quality Control Screen: ↳ Help System	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<ul style="list-style-type: none"> QC rules 	→ Setting up Quality Controls → Westgard QC Rules	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

Access[®] 2 Immunoassay System

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<ul style="list-style-type: none"> Process Quality Control 	From the Sample Manager Screen: ↳ Help System → Quality Control Test Requests → Entering Quality Control Test Requests	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<ul style="list-style-type: none"> Review Q.C. 	From the Quality Control Screen: ↳ Help System → Reviewing Quality Control Charts and Data	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
SHUTDOWN/RESTART	Access [®] 2 Immunoassay System Quick Reference Guide ↳ Shutdown and Restart	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
MAINTENANCE								
<ul style="list-style-type: none"> Perform Daily Maintenance 	From the Sample Manager Screen: ↳ Help System	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<ul style="list-style-type: none"> Perform Weekly Maintenance 	↳ Requesting Routine Maintenance → Daily Maintenance → Weekly Maintenance	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
INSTRUMENT SETUP								
<ul style="list-style-type: none"> Configure a new test 	From the Configure Tests Screen: ↳ Help System → Enabling and Disabling Tests	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<ul style="list-style-type: none"> Configure Reference/Critical ranges 	From the Configure Tests Screen: → Help System ↳ Ranges → Reference Range window	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

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• Configure test panels	From the Configure Test Panels Screen: ↳ Help System	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
• Configure automatic backup	From the Configure PC Admin Screen: ↳ Help System → Scheduling System Backups	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
• Configure a derived result	From the Configure Derived Results Screen: ↳ Help System → Derived Results Setup	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
• Configure host communication parameters	From the Configure LIS Setup window: ↳ Help System	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
• Configure a reflex test	From the Configure Reflex Tests Screen: ↳ Help System → Reflex Test Setup	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
DIAGNOSTICS								
• Initialize the system	From the Diagnostics Initialize System screen: ↳ Help System	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
• Prime Fluidics	From the Diagnostics Prime Fluidics screen: ↳ Help System	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
TROUBLESHOOTING								
• Interpret test flags	Access [®] 2 Immunoassay System Quick Reference Guide ↳ Troubleshooting → Test Results Flags	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
• Review Event Log	From the Event Log Screen ↳ Help System → Reviewing Events	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

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	Information ↳Event Log							
• Basic Troubleshooting	From the Event Log Screen: ↳Help System → Troubleshooting Events → Viewing Troubleshooting Help	<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/> Direct Observation <input type="checkbox"/> Test <input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			