



HEALTH HOLDING

HAFER ALBATIN HEALTH
CLUSTER
MATERNITY AND
CHILDREN HOSPITAL

Department:	Laboratory and Blood Bank (Haematology)		
Document:	Internal Policy and Procedure		
Title:	CN-3000 Coagulation Analyzer		
Applies To:	All Haematology Staff		
Preparation Date:	January 07, 2025	Index No:	LB-IPP-073
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1. PURPOSE:

- 1.1 The sysmex coagulation analyzer provides an automated determination of PT, PTT

2. DEFINITONS:

N/A

3. POLICY:

- 3.1 The accurate procedure for Startup operation on SYSMEX CN-3000 COAGULATION ANALYZER properly.

4. PROCEDURE:

4.1 OPERATION PROCEDURE

- 4.1.1 Turn on the power on the front of the instrument. (The system automatically performs a roughly 10 – second self-check, and the root menu screen will appear.
- 4.1.2 When the detector and cooler reach an analysis –permitting temp. The root menu screen displays (ready)
- 4.1.3 Enter Reagent Information
 - 4.1.3.1 **Manual Entry**
 - 4.1.3.1.1 Press Menu
 - 4.1.3.1.2 Press Settings
 - 4.1.3.1.3 Press Reagent Lot Master
 - 4.1.3.1.4 Place cursor in Lot No. field
 - 4.1.3.1.5 Enter lot number in Lot No. field
 - 4.1.3.1.6 Place cursor in Exp. Date field
 - 4.1.3.1.7 Enter Exp. Date using calendar
 - 4.1.3.1.8 Press Add
 - 4.1.3.1.9 Press Save
 - 4.1.3.2 **Barcode Entry**
 - 4.1.3.2.1 Press Menu from IPU toolbar
 - 4.1.3.2.2 Press Settings
 - 4.1.3.2.3 Press Reagent Lot Master
 - 4.1.3.2.4 Select Import
 - 4.1.3.2.5 Select Barcode
 - 4.1.3.2.6 Scan assay value sheet 2D barcode with barcode reader
 - 4.1.3.2.7 Press Save
 - 4.1.3.2.8 Press Exit
 - 4.1.3.2.9 Press Close

Note: 2D Barcodes are found on the Table of Analytical Values insert sheet for Siemens reagents, calibrators, and all assayed controls.

4.1.3.3 Loading Reagents

- 4.1.3.3.1 Press Reagent
 - 4.1.3.3.2 Highlight a position on the reagent table
 - 4.1.3.3.3 Press Change/Add
 - 4.1.3.3.4 Verify reagent table cover LED is green
 - 4.1.3.3.5 Open reagent table cover
 - 4.1.3.3.6 Place reagents in the rack with barcode facing out
 - 4.1.3.3.7 Load the reagent rack
 - 4.1.3.3.8 Lock reagent table cover
 - 4.1.3.3.9 Press OK
 - 4.1.3.3.10 Diluent Table Loading
 - 4.1.3.3.11 Press Reagent
 - 4.1.3.3.12 Verify diluent table cover LED is green
 - 4.1.3.3.13 Open diluent table cover
 - 4.1.3.3.14 Place reagent in an adaptor (if necessary) with barcode facing out
 - 4.1.3.3.15 Place into the diluent table
 - 4.1.3.3.16 Close diluent table cover
 - 4.1.3.3.17 Press OK
- Note : C-Rack is used for controls and calibrators.

4.1.3.4 Processing QC from Reagent Table

- 4.1.3.4.1 Load reagents
- 4.1.3.4.2 Press Order
- 4.1.3.4.3 Press Switch Order
- 4.1.3.4.4 Press Holder QC Order
- 4.1.3.4.5 Press Order Entry
- 4.1.3.4.6 Place cursor in the control field and select the appropriate control
- 4.1.3.4.7 Place cursor in the Lot No. field and select appropriate lot number
- 4.1.3.4.8 Select the appropriate assay(s) for the control material being processed
- 4.1.3.4.9 Press Start when all control material is ordered
- 4.1.3.4.10 Press the down arrow to order the next control

4.2 Start analysis:

- 4.2.1 Manual Order Processing
- 4.2.2 Manual Order Processing Using Rack Barcode
- 4.2.3 Place rack with sample tubes on sampler
- 4.2.4 Press Order
- 4.2.5 Select tube position to input an order
- 4.2.6 Press Order Entry
- 4.2.7 Press Ordinary Sample
- 4.2.8 Place cursor in Sample No. and input sample ID if the sample does not contain a barcode
- 4.2.9 Select assays to be processed
- 4.2.10 Press the down arrow to order another sample
- 4.2.11 Press Start
- 4.2.12 Confirm sample order status on the Joblist
- 4.2.13 Result it will come automatically

4.3 Daily Maintenance

- 4.3.1 Shut down and Startup the system and PC
- 4.3.2 Check Status
- 4.3.3 Check printer paper
- 4.3.4 Check/Replace DI water

- 4.3.5 Check/Empty waste container
- 4.3.6 Check/Discard trap chamber fluid
- 4.3.7 Check/Add reaction tubes DO NOT fill above the red line
- 4.3.8 Empty/Clean reaction tube trash • Reset software counter
- 4.3.9 Check/Remove condensation from reagent table and cover
- 4.3.10 Check/Prepare reagents
- 4.3.11 Execute probe rinse
- 4.3.12 Document completed tasks
- 4.4 Weekly Maintenance Tasks
 - 4.4.1 Clean instrument interior / exterior using a pH neutral detergent
 - 4.4.2 Check/Discard water from tray No. 48
 - 4.4.3 Clean DI water rinse bottle with 70% alcohol (if applicable)
 - 4.4.4 Replace trash box liner
- 4.5 Monthly Maintenance
 - 4.5.1 Remove dust from air filters using a vacuum or similar device
 - 4.5.2 Lamp calibration

5 MATERIALS AND EQUIPMENT:

- 5.1 Prepare reagents
 - 5.1.1 PT reagents
 - 5.1.2 APTT reagent
 - 5.1.3 Calcium chloride reagent.
 - 5.1.4 Sample cups
 - 5.1.5 OVI buffer
 - 5.1.6 Normal/ abnormal control. And Citrol2 control

6. RESPONSIBILITIES:

- 6.1 All hematology staff starts up procedure SYSMEX CN-3000 COAGULATION ANALYZER properly.


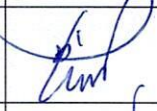
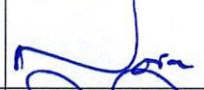
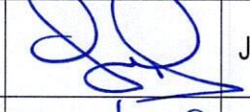


7 APPENDICES:

N/A

8 REFERENCES:

- 8.1 SYSMEX CN-3000 COAGULATION ANALYZER, Instructions for by SYSMEX CORPORATION

9. APPROVALS:

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