

### Sample Preparation

1. Two samples tubes (A-blue top, B-yellow top) will be sent per LDX per month. They will arrive in the post in a black Royal Mail package addressed from the QC Scheme, Bolton NHS Hospital
2. Samples should be analysed as soon as possible on receipt but must be stored in the fridge (2-8oC) until ready to be analysed
3. Samples must be left to reach temperature until use (10 minutes)
4. Once at room temperature the samples must be mixed well by inverting the sample 7-8 times
5. Each sample tube contains enough to run 3 tests. Please keep both sample tubes until you have received pass results for both samples for all analytes as you may be required to run re-tests

### LDX Preparation

The LDX should be prepared as per the LDX Operation Guide

### Cassette preparation

Cassettes should be prepared as per the LDX Operation Guide

### Running a test

1. The tests should be run as per the LDX Operation Guide.
2. Make sure to run BOTH samples A & B

### Returning Results

1. An email will be received from qcscheme@rbh.nhs.uk, containing a table where the results for each sample should be entered. To enter data press 'Reply' on the email. Please see an example table below for QC sample A. The same table will be displayed for QC sample B

QC A										
Date Tested	Serial Number	Operator Name	TC	✓x	TRIG	✓x	HDL	✓x	GLU	✓x
	Retest									
	Retest									

Comments (Bolton Hospital only)

2. Results for both samples should be entered in the relevant sections of the table and sent on the day of testing. Results should be entered under the relevant test ensuring analyser/booth number and operator name are also put in the relevant sections of the template.
3. Once all the relevant data has been entered send the email by pressing 'Send'
4. The results will be returned by the QC scheme within a few hours. A green tick by the result signifies no further action is required, however a red cross signifies a retest is required. Please check the comments section for further advice.
5. If a retest is required, retest the QC sample(s) as above and enter the results in the template in the section marked 'Retest'. Re-send the results email
6. Again, the results for the re-test will be returned by the QC scheme within a few hours. A green tick by the result signifies no further action is required. If a red cross is received for the re-test, you will be contacted by a member of the Alere Customer Care team who will discuss the further action required.