

Proteus Laboratories

Proteus Laboratories Induction

- LIS system (Skylims Mukon System)
- Customer Services
- Introduction to culture of organization
- Work Ethics
- Laboratory Health & Safety
- Basic Quality Management System

Employee Name.....*Tajwan Catherine*

Date.....*08/2005*

Supervisor*P. H. H. H.*

Date.....*08/2005*

Proteus Laboratories
Training & Competency Form

Author: G. Ditshego	Document Number:	PRL-TECH-004-F01
	Effective (or Post) Date:	31 May 2016
Review History	Date of last review:	31 May 2016
	Reviewed by:	G. Ditshego

Date: 03/08/2019 **Type of Evaluation/Frequency:** **Training** **Competency**

Employee Name: Mweni Gaturu **New Employee** **6-Month** **Annual**

Position/Title: Deeta Capturing **Re-training** **Other:** _____

*Training must include documentation of method: Verbal & Visual Instruction Successfully Completed or Performed the assay with little or no guidance.
Competency assessment may use one or more the following methods:
(OD) Direct Observation (EOA) External Quality Assurance (E) Written Exam (O) Other—clarification required in comments.*

Activity	Training	Evaluator	Date	Competency	Evaluator	Date	Trainee Acknowledgment
Orientation & Safety – Section is applicable to new employees only							
Received Facility Orientation	✓	<u>Mweni</u>	02/02/19	✓	<u>Mweni</u>	12/02/19	<u>[Signature]</u>
Completed Safety Training	✓	<u>Mweni</u>	03/02/19	✓	<u>Mweni</u>	12/02/19	<u>[Signature]</u>
Safety SOP's Read & Signed	✓	<u>Mweni</u>	02/02/19	✓	<u>Mweni</u>	12/02/19	<u>[Signature]</u>
Oriented to LAB location(s)	✓	<u>Mweni</u>	02/02/19	✓	<u>Mweni</u>	12/02/19	<u>[Signature]</u>
Oriented to Fire Extinguishers & Emergency Exits	✓	<u>Mweni</u>	02/02/19	✓	<u>Mweni</u>	12/02/19	<u>[Signature]</u>
Specimen Handling							
Specimen Handling SOP's Read & Signed	✓	<u>Mweni</u>	02/02/19	✓	<u>Mweni</u>	12/02/19	<u>[Signature]</u>

Training & Competency Form

Activity	Training	Evaluator	Date	Competency	Evaluator	Date	Trainee Acknowledgment
Patient Registration on the LIS (Skylims)	✓	Dominic	03/03/19	✓	Dominic	10/03/19	<i>[Signature]</i>
Sample Ordering	✓	Dominic	03/03/19	✓	Dominic	10/03/19	<i>[Signature]</i>
Venipuncture	✓	Dominic	03/03/19	✓	Dominic	10/03/19	<i>[Signature]</i>
Other specimen collection performed. Use comments.	✓	Dominic	03/03/19	✓	Dominic	10/03/19	<i>[Signature]</i>
Specimen Processing	✓	Dominic	03/03/19	✓	Dominic	12/03/19	<i>[Signature]</i>
Specimen Referral	✓	Dominic	03/03/19	✓	Dominic	12/03/19	<i>[Signature]</i>
Specimen Rejection & Notification	✓	Dominic	03/03/19	✓	Dominic	12/03/19	<i>[Signature]</i>
Printing out of reports	✓	Dominic	03/03/19	✓	Dominic	12/03/19	<i>[Signature]</i>
Delivery of reports to Dr's rooms	✓	Dominic	03/03/19	✓	Dominic	12/03/19	<i>[Signature]</i>
Reading of Temperatures	✓	Dominic	03/03/19	✓	Dominic	12/03/19	<i>[Signature]</i>
Hematology							
Hematology SOP's Read & Signed							
Loading specimens onto the Instruments							
Quality controls reviewing							
Reporting Results onto the LIS							
Specimen Rejection & Notification							
Specimen Dilution Procedure							
Critical Result Procedure							
Amended Result Procedure							
Beckman ACT 5 Instrument							
Differential Slide Preparation & Staining							
Performing Malaria test kit and Staining of the thin smear/ thick smear							
Differential count & Staining							
Performing ABO, Rh grouping							
Performing ESR test method							
HBAlC on the MISPA -12							
Chemistry/ Endocrinology							

Training & Competency Form

<u>Activity</u>	<u>Training</u>	<u>Evaluator</u>	<u>Date</u>	<u>Competency</u>	<u>Evaluator</u>	<u>Date</u>	<u>Trainee Acknowledgment</u>
Chemistry SOP's Read & Signed							
Loading specimens onto Instruments							
Quality controls reviewing							
Reporting Results onto the LIS							
Specimen Rejection & Notification							
Specimen Dilution Procedure							
Critical Result Procedure							
Amended Results Procedure							
Roche Cobas C111 Instrument							
Roche 9180 Electrolyte Analyzer							
Beckman Access Instrument							
Roche Cardiac Reader							
AU480 Beckman Analyzer							
Cardiac Reader – Cobas h232							
MISPA –i3 Analyser							
Molecular							
Molecular SOP's Read & Signed							
Loading specimens onto Instruments							
Quality controls reviewing							
Reporting results onto the LIS							
Specimen Rejection & Notification							
Critical Result Procedure							
Amended Result Procedure							
GeneXpert Instrument							
Beckman Aquios CL Instrument							
Ilex Panther Analyser							
Manual Methods							

Training & Competency Form

Activity	Training	Evaluator	Date	Competency	Evaluator	Date	Trainee Acknowledgment
Cryptococcal Antigen							
Hepatitis Kits (A,B,C)							
Helicobacter Pylori							
BHCG kits							
HIV Determine--							
Microbiology							
Urine Dipstick							
Microscopy – Cell count							
Culturing on Agar plate							
MicroScan autoSCAN4							

Comments



T.M. KURATA

5-6-2020

COLLECTION TIME:

FILE No.

MOK 0101

NAME: Magoomatha FIRST NAME: Stephing

TITLE: Mrs SEX: M (F)

IDENTIFICATION NUMBER: 6212030697085 BIRTH DATE:

AGE: PHONE:

NAME: Magoomatha TITLE: Mrs HOME ADDRESS:

989 Phula Street
 Ext 1 Tsikane

CODE: 1550

NAME: S Stephingh

POSTAL ADDRESS:

CODE:

CELL: 0834877119
 0832547307

EMPLOYER:

I give consent for tests and guarantor payment of any amounts. I verify that all information is correct.

SIGNATURE:

MEDICAL AID: Gems

MEDICAL AID DETAILS

PLAN: Emerald

MEDICAL AID No.: 000074716

DEPENDANT CODE: 00

ICD 10 CODES
 Other Test
 BS, HbA1c, Chd, u/e

BIOCHEMISTRY

LUNG, KIDNEY & SKELETON

- U&E + Creatinine
- Electrolytes
- Urea
- Creatinine
- Creatinine Clearance
- Calcium
- Magnesium
- Phosphate
- Acid

HYDRATE METABOLISM

- Glucose Fasting Random (grey)
- GIT (by appointment)
- HbA1c (Purple Top)

LIPID METABOLISM

- Lipogram
- Total Cholesterol
- HDL Cholesterol
- LDL Cholesterol
- Triglycerides

CARDIAC & SKELETON MUSCLE

- Cardiac Enzymes
- Cardiac Markers

CK

- CK - MB
- Troponin T (Green Top)

LIVER PANCREAS & OTHERS

- Liver Functions without Prot.inc
- Liver Functions with Prot.Elec
- Bilirubin (total+con)
- ALP
- AST
- ALT
- GGT
- LDH
- Amylase
- Lipase

URINE PROTEINS

- Total Protein
- Microalbumin

ENDOCRINOLOGY

- TSH
- Free T4
- Free T3
- Thyroid Function
- Infertility-Male With sperm Ab
- Infertility-Female With sperm Ab
- Menopausal Screen
- FSH
- LH
- 17-B Oestradiol
- Progesterone
- Prolactin
- Free Testosterone
- ACTH

PREGNANCY

- Antenatal (Excl HIV0)
- Antenatal (Incl HIV0)
- Down's & NTD Screen
- B-HCG Quantitative
- B-HCG Quantitative (Neg/Pos)

TUMOR MARKERS

- AFP
- Ca199
- CEA
- PSA

DRUGS OF ABUSE (URINE)

- Cannabis
- Cocaine
- Mandrax
- Opiates
- Alcohol
- Ecstasy

HAEMATOLOGY

- Full Blood Count+Platelets+ESR
- Full Blood Count Platelets
- Haemoglobin
- White Cell Count+Diff

COAGULATION

- Prothrombin Time (INRIP) (Blue Top)
- Prothrombin Time Dosage
- (PTT) (Blue Top)
- D-Dimer
- Platelet Aggregation
- Platelet Function
- Basic Bleeding Tendency Screen#
- *Full Bleeding Tendency Profile# (Blue Top)
- *Full Thrombotic Profile
- DIC Screen

IMMUNOHAEMATOLOGY

- Blood Group+ Rh
- Rh Antibodies
- Direct Coombs

OTHER

- Malaria
- Iron Studies
- Ferritin
- Folate Serum RBC
- Vit B12

PHARMACOLOGY

- Digoxin
- Theophylline

SEROLOGY

ALLERGY & HYPERSENSITIVITY

SKIN TESTS

- Inhalants+

FOODS

- Foods

BLOOD

- Total IgE
- Phadiatop Screen: Inhalants
- RAST
- Inhalants-Specify
- CAST (Appointment) Specify
- Nose Swab

IMMUNOLGY

- CRP
- ASO +Anti DNaseB

ANTIGENS

- Chlamydia DFA(swab slide)
- Pneumocystis carinii DFA
- Herpes DFA. (I&II) (2 Slides)

AUTOIMMUNE ANTIBODIES

- Arthritis Profile
- Autoimmune Profile
- ANF
- ENA (Extractable Nuclear Ag)
- Double Stranded DNA
- Rheumrroid Factor
- ANCA

VIRUS ANTIBODIES

- Hep. A+B+C (Acute Profile)
- Hep. A+B (Acute Profile)
- Hep. Immune Profile
- Hep. A(IgG+IgM)(Acute)
- Hep. A(IgG)(immunity)
- Hep. B sAg
- Hep. B sAb (Immunity)
- Hep. B cAb
- Hep. C Ab
- Rubella IgG+IgM
- Rubella IgG(Immunity)
- CMV(IgG+IgM)
- EBV Ab

OTHER ANTIBODIES

- STD Profile+ HSV
- N.gonorrhoea Ab
- T.p.a:idium (RPR+ Elisa Polyvalent)
- Chlamydia Ab(all Serotypes)
- Mycoplasma (IgG+IgM)
- Q fever Ab
- H. Pylori Ab
- Toxoplasma (IgG+IgM)
- Bilharzia

MOLECULAR BIOLOGY

PCR AND OTHER METHODS

- HIV Antibodies (Routine Screen) (Yellow / Blue)
- HIV Monitoring (Purple Top,PPT Tube)
- CD4+CD8 (Purple Top)
- HIV Viral Load (Pink Top)
- HIV Quantitative (Purple Top)
- M.tuberculosis
- Herpes Simplex Virus Ab(I&II)

- Chlamydia
- N.gonorrhoea

SAMPLES	
SST	1
EDTA	1
FLUORIDE	1
HEPARIN	
URINE	
CITRATE	
RECEIVED BY	

COMMENTS

MICROBIOLOGY		1	2	3
Nature of specimen or MCS				
e.g. urine, stool	Bilharzia			
1	Fungal Culture			
2	TB Culture			
3	Cocci antigen			
	Faecal Virus			
	H.Pylori stool antigen			

c111
admin
V3.0.3.1146
S1143

Order Details:

Sample ID
Order ID
Order state

141352
141352

All received

S Test Flag

Result

8.65%

a AIW3D

Proteus Laboratories

Patient Name
 Doctor/Ward
 Age Month Serum
 S.ID 141352

Test	Result	Reference Range	Units	Flags	Test	Result	Reference Range	Units	Flags
Na	136	136	mmol/L	,	K	3.75	3.50	5.10	mmol/L
Cl	97	97	mmol/L	,	CO2	25	22	30	mmol/L
UREA	4.2	2.5	mmol/L	,	CHOL	4.79	3.00	5.00	mmol/L
LIP	N			,	ICT	N			
HEM	N			,	Crea-E		-999999.9	999999.9	umol/L
Creat	53.3	39.0	umol/L	,	Anion	14	5	15	

Print Time [05/06/2020 8:35 PM]
Index 05/06/2020 8:20 PM
S.No. 0006

Patient Report

Device No. 2121907
Page. 6

Proteus Laboratories

Age Month Serum

S.ID 141352

Patient Name

Doctor/ward

Test	Result	Reference Range	Units	Flags	Test	Result	Reference Range	Units	Flags
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GLUC	9.57	3.50	5.50 mmol/L	n , H , ,					
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Requisition Audit Report

Patient: MOKGOMATHA, STEPHINAH Mrs
 Sex: F Age: 57Y ID: 6212030697085

Requisition ID: 141352
 Sample Taken: 2020/06/05 18:32
 Sample Collected By:
 Time Received: 2020/06/05 18:32
 Sample Received By: C Tuwani
 Sample Registered: 2020/06/05 18:24
 Finalised: 2020/06/06 13:18
 Status: Final

Requisition History:

Field	Date	User	Old Value	New Value
Req	2020/06/05 18:24	C Tuwani	Empty	141352
Admin Is Complete	2020/06/08 10:31	EN Kubeka	False	True

Routing(s):

Date	User	Dest	To	Language	Report	Profile	Status
Final							
2020-06-06 13:18	G Ditshego	D	KURATA, T.M. Dr	English	Lab	Standard	Success
Type	Email	Destination			reception@kuratapractice.co.za		
2020-06-06 13:18	G Ditshego	D	KURATA, T.M. Dr	English	Lab	Standard	Success
Type	Print	Destination			Skylims Printer		
2020-06-06 13:19	G Ditshego	D	KURATA, T.M. Dr	English	Lab	Standard	Success
Type	Email	Destination			dispensary@kuratapractice.co.za;		

Requisition Audit Action(s):

Date	Action Name	User	Description
2020/06/06 13:18	Req Finalised	G Ditshego	Finalised
2020/06/08 10:31	Admin Checked	EN Kubeka	Request form reviewed.

Request(s):

Date	User	Test	Change
2020/06/05 18:24	C Tuwani	RGLU - Glucose	inserted
2020/06/05 18:24	C Tuwani	HBA1CG - Glycolated glucose	inserted
2020/06/05 18:24	C Tuwani	SCHOL - S-Cholesterol	inserted
2020/06/05 18:24	C Tuwani	CUE - CUE	inserted
2020/06/05 18:24	C Tuwani	SCRT - Serum Creatinine	inserted

Result(s):

Test	Date	User	Old Value	New Value	H/L	Reference Range
RGLU - Glucose						
Result Number				9.6	H	3.3 - 7.8 mmol/l
	2020/06/05 20:22	S SYSTEM	Empty	9.6		
Result Status				VU		
	2020/06/05 20:22	S SYSTEM	N	M		
	2020/06/06 13:18	G Ditshego	M	VU		
	2020/06/06 13:18	G Ditshego	VU	RU		

HBA1C - Hb A1c (Glycosylated)

Result Number

2020/06/05 19:46 S SYSTEM

	8.65	H	4 - 6 %
Empty	8.65		

Result Status

2020/06/05 19:46 S SYSTEM
2020/06/06 13:18 G Ditshego
2020/06/06 13:18 G Ditshego

	VU		
N	M		
M	VU		
VU	RU		

IFCC - HBA1C (IFCC)

Result Number

2020/06/05 19:46 S SYSTEM

	71	H	20 - 42 mmol/mol
Empty	71		

Result Status

2020/06/05 19:46 S SYSTEM
2020/06/06 13:18 G Ditshego
2020/06/06 13:18 G Ditshego

	VU		
N	C		
C	VU		
VU	RU		

eAG - Estimated Average Glucose

Result Number

2020/06/05 19:46 S SYSTEM

	11.16		mmol/l
Empty	11.16		

Result Status

2020/06/05 19:46 S SYSTEM
2020/06/06 13:18 G Ditshego
2020/06/06 13:18 G Ditshego

	VU		
N	C		
C	VU		
VU	RU		

APPEA - Appearance

Result Status

2020/06/05 19:47 S SYSTEM
2020/06/06 13:18 G Ditshego
2020/06/06 13:18 G Ditshego

	VU		
N	M		
M	VU		
VU	RU		

Word

2020/06/05 19:47 S SYSTEM

	Normal		
Empty	Normal		

SK - Potassium

Result Number

2020/06/05 19:47 S SYSTEM

	3.8		3.5 - 5.1 mmol/l
Empty	3.8		

Result Status

2020/06/05 19:47 S SYSTEM
2020/06/06 13:18 G Ditshego
2020/06/06 13:18 G Ditshego

	VU		
N	M		
M	VU		
VU	RU		

SNA - Sodium

Result Number

2020/06/05 19:47 S SYSTEM

	136		135 - 150 mmol/l
Empty	136		

Result Status

2020/06/05 19:47 S SYSTEM
2020/06/06 13:18 G Ditshego

	VU		
N	M		
M	VU		

Result Status 2020/06/06 13:18 G Ditshego

VU	RU
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SCL - Chloride

Result Number

2020/06/05 19:47 S SYSTEM

	97	L	98 - 107 mmol/l
Empty	97		

Result Status

2020/06/05 19:47 S SYSTEM

2020/06/06 13:18 G Ditshego

2020/06/06 13:18 G Ditshego

	VU		
N	M		
M	VU		
VU	RU		

SCO2 - Carbon dioxide

Result Number

2020/06/05 19:47 S SYSTEM

	25		21 - 29 mmol/l
Empty	25		

Result Status

2020/06/05 19:47 S SYSTEM

2020/06/06 13:18 G Ditshego

2020/06/06 13:18 G Ditshego

	VU		
N	M		
M	VU		
VU	RU		

SUREA - Urea

Result Number

2020/06/05 19:47 S SYSTEM

	4.2		2.1 - 7.1 mmol/l
Empty	4.2		

Result Status

2020/06/05 19:47 S SYSTEM

2020/06/06 13:18 G Ditshego

2020/06/06 13:18 G Ditshego

	VU		
N	M		
M	VU		
VU	RU		

AG - Anion Gap

Result Number

2020/06/05 19:47 S SYSTEM

	14		8 - 16 mmol/l
Empty	14		

Result Status

2020/06/05 19:47 S SYSTEM

2020/06/06 13:18 G Ditshego

2020/06/06 13:18 G Ditshego

	VU		
N	C		
C	VU		
VU	RU		

CREAT - S-Creatinine

Result Number

2020/06/05 19:47 S SYSTEM

	53		50 - 110 umol/l
Empty	53		

Result Status

2020/06/05 19:47 S SYSTEM

2020/06/06 13:18 G Ditshego

2020/06/06 13:18 G Ditshego

	VU		
N	M		
M	VU		
VU	RU		

GFR - GFR

Result Number

2020/06/05 19:47 S SYSTEM

	100		ml/min/1.73m2
Empty	124		

Result Number 2020/06/05 19:47 S SYSTEM

124	100
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resultQualifierID

2020/06/05 19:47 S SYSTEM

	>		
Empty	>		

Result Status

2020/06/05 19:47 S SYSTEM

2020/06/06 13:18 G Ditshego

2020/06/06 13:18 G Ditshego

	VU		
N	C		
C	VU		
VU	RU		

SCHOL - S-Cholesterol

Result Number

2020/06/05 19:47 S SYSTEM

	4.8	2.5 - 5 mmol/l
Empty	4.8	

Result Status

2020/06/05 19:47 S SYSTEM

2020/06/06 13:18 G Ditshego

2020/06/06 13:18 G Ditshego

	VU		
N	M		
M	VU		
VU	RU		

Organism(s):

Test	Date	User	Old Value	New Value	H/L	Reference Range
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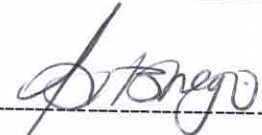
Pathologist Comment(s):

Technologist Comment(s):

Orientation Plan

Areas to be Covered	Comments	Completed	
		Yes	No
Introduction to dept			
Introduction to Organisation		✓	
Laboratory Safety Rules		✓	
QMS		✓	
Lab Information System		✓	
Training in the department		✓	
Confidentiality contract		✓	
Ethics		✓	
Emergency Procedures		✓	
Personal Protective Equipment (PPE)		✓	
Personnel contract and Job description		✓	

Employee Name: Cathrine Tuwani

Supervisor's Signature: 

Date: 03/03/2019.