Accu-Chek Inform II Blood Glucose Meters: Quick Reference Guide – for Ward Use

Start Up

1. Remove the meter from the docking station and Press the On/Off button to power on the meter
   - The first screen will show the number of hours before QC is due, and the battery reserve
2. Once the Power Up screen appears, touch ▶ to proceed to the Operator ID screen, or wait 5 seconds and the meter automatically proceeds to the Operator ID screen
3. Enter the operator ID, then touch √ to display the Main Menu screen

The main menu appears with the operator name displayed, and a choice of 3 buttons:

Patient test   Control Test   Review Results

How to Perform Patient Testing

1. Wash the patient's hands with soap and water and dry thoroughly
2. Follow the Start Up procedure, steps 1-3
3. Select 'Patient Test' from the main menu
4. Enter patient ID (hospital number) via the screen keyboard, then touch √ or scan the barcode on the patient's wristband or drug chart. You are then prompted to scan the strip lot
5. Press the barcode icon (background will change to black) and scan the barcode on the test strip container
6. Check the patient ID and strip lot displayed on the screen is correct; you are then prompted to insert the test strip
7. Slide the test strip into the test strip port as far as it will go in the direction indicated by the arrows on the test strip
8. Wait until the flashing drop appears in the screen before applying the blood
9. Apply the drop of blood to the **front edge** (yellow dosing area) of the test strip.
   - **Do not apply the blood to the top of the strip.**
10. Blood is pulled into the test strip by capillary action. The meter beeps and an hourglass appears while the meter completes the test
11. When the test is completed, the result is displayed. Touch √ to return to the Main Menu
12. Remove the test strip and dispose of it

If the yellow part of the strip was not completely covered with blood, or if the result is considered invalid for any other reason, (eg contaminated hands are suspected), select the 'Procedure Error' and 'Will Repeat Test' comments
Press ▶ and discard the strip; repeat steps 3-12

QC Lockout

QC lockout occurs when:
   - patient testing is attempted and controls have not been run in the previous 24 hours
   - controls have been run but the control values were not in range

How to Perform Control Testing

1. Follow the Start Up procedure, steps 1-3
2. Select Control Test from the main menu, to display the Control Test screen
3. Check: in-use control bottles are within the 3 month opened expiry date, (handwritten on bottle)
4. Touch the control level to be run – Level1 (Lo) or Level 2 (Hi)
   - both levels must be run daily
5. Press the barcode icon (background will change to black) and scan the barcode on the control bottle
6. Press the barcode icon (background will change to black) and scan the barcode on the test strip container
7. Check that the control and strip lot numbers displayed on the screen are correct
8. Slide the test strip into the test strip port as far as it will go in the direction indicated by the arrows on the test strip
9. Wait until the flashing drop appears in the screen before applying the control solution
10. Apply a drop of control solution to the **front edge** (yellow dosing area) of the test strip.
    - **Do not apply the control solution to the top of the strip.**

11. The control solution is pulled into the test strip by capillary action. The meter beeps, and an hourglass appears while the meter completes the test
12. When the test is completed, the result is displayed. Touch √ to return to the *Main Menu*
13. Remove the test strip and dispose of it

If the result is within the acceptable range 'PASS' will be displayed on the screen. Press √
If the result is outside the acceptable range 'FAIL' will be displayed on the screen and a comment must be added

If the wrong control was applied, select the 'Switched QC Vial" comment and then select the 'Repeat Control Test' comment. Pressing ► will return to the *Control Test* screen

Repeating the analysis of a failed control level (by following steps 3-12) will be required before patients' samples may be processed

Selecting the "Range" area will display the "Normal" range (adult, paediatric or neonate)
The reportable range (0.6-33.3mmol/l) is also displayed.

If the result is outside the range 3.5 - 20.0mmol/l (adults) or 2.6-20.0 (paediatrics) and is not consistent with the clinical picture or with previous results:
  (i)   repeat the test immediately
  (ii)   contact the doctor
  (iii)   send a venous blood sample in a grey-top tube to Clinical Biochemistry for urgent glucose analysis.

A 'HI' result indicates a result of >33.3 mmol/L: select the 'HI' comment
A 'LO' result indicates a result of <0.6 mmol/L: select the 'LO' comment
In both cases: (a) repeat the sample collection and analysis and (b) send a venous blood sample in a grey-top tube to the Clinical Biochemistry Department for urgent glucose analysis.

Relevant comments may be selected, if required, from the "Comments" menu; custom comments may also be typed; these will be attached to the result for later review.

Review Result
1. Follow the **Start-up** procedure steps 1-3 and select "Review Result" from the main menu.
2. The six most recent results including both patients and QC will be displayed
3. To view results on a single patient, select "Patient". Scan or enter the patient's hospital number from the wrist-band. The six most recent results will be displayed with the corresponding date and time. Comments associated with each result may be viewed by selecting the line of interest. Additional results may be viewed by selecting the downward pointing arrowhead. Select ◄ to return to the main "*Result*" Screen.
4. To view QC results, select "*QC*". Comments associated with each result may be viewed by selecting the line of interest.

Docking the Inform II
- The meter should be docked when not in use to allow result downloading (to Pathology) and battery recharging.
- Return to the "Main Menu Screen" by selecting ◄, or turn the meter off.
- Place the analyser in the docking station and check that the green light comes on and that the following appears on screen:

Connecting Synchronising database Transferring Idle "x" results to transmit	which changes to →	Idle