 <p>DR. PABLO O. TORRE MEMORIAL HOSPITAL</p>	Document Code:	DPOTMH-E-55-P01-S09
	Effective Date:	06-30-2022
	Document Type:	Standard Operating Procedure
	Page Number:	1 of 3
	Department/Section:	Clinical Chemistry
	Document Title:	ANTI-SMITH ASSAY

B.S. Aquino Drive,
Bacolod City,
Negros Occidental,
6100

PURPOSE:

To describe in detail how to prepare and process the Anti-Smith Assay test correctly and always in the same manner. Anti-Smith are present in some cases of systemic lupus erythematosus (SLE), and mixed connective tissue diseases (MCTD). Smith antigens are part of the extractable nuclear antigens (ENAs), specifically, they are the proteins that are resistant to ribonuclease.

SCOPE:


Applies to all Clinical Chemistry Section Staff of Laboratory Department of Dr. Pablo O. Torre Memorial Hospital (DPOTMH)

PERSON RESPONSIBLE:

Doctors, Nurses, Medical Technologists, Pathologists, Patients

GENERAL GUIDELINES:

1. The Medical Technologist shall bring all reagents and test samples to room temperature before use. Exercise care to avoid cross contamination of reagents and samples.
2. Plasma shall not be used instead of serum since fibrinogen may cause nonspecific agglutination of the latex.
3. The Medical Technologist shall do the procedure on the BEST 2000 Autoimmunity Analyzer following it's procedure and protocols.
4. The Medical Technologist shall use only thoroughly cleaned equipment.
5. The Medical Technologist shall not test lipemic, icteric, and hemolyzed specimens.
6. Serum samples shall be stored at 2-8°C for up to 48 hours prior to testing period. If longer storage is necessary, sera shall be frozen at -20°C.


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PROCEDURE:







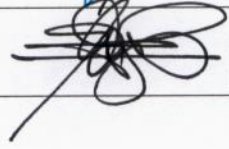
1. Turn on the machine first before opening the software by inserting the key on the right side to lock and hold the cover and switching on the button on the lower right portion of the instrument.
2. Double click the REVELATIONS DSX software on the desktop. The dialog box will appear after. Please select the first option which is: CONNECT TO DSX (ON PORT 1) and click DO IT.
3. You will be directed to the default page of the software, please check if each initialization result indicates "ALL TEST PASSED".
4. Click NEW button on the toolbars and select WORKLIST. Then select "ADD ASSAYS" using a new batch of samples.
5. Enter the names of the sample and select the specific tests to be performed by clicking "NEW PLATE". Choose assays from the list and click open. The scheduled assay will now appear on the upper portion which means that it is already scheduled. Then choose which test will be performed for each sample. Click "OK". Click The green forward button then the fast-forward button. Fill in the LOT NAME, LOT NUMBER AND EXPIRY DATE and click Check button.
6. Load the plate, showing the assay and number of strips required. Fill the plate identifier with the format: ASSAY, MONTH, DATE, YEAR. Click the check button. Next, load calibrators and controls as indicated by their position. Press enter or click check as fluids are being loaded. Load reagents, wash buffers and consumables in their respective indicated positions. Make sure that solid and liquid waste are empty and click ok.


REFERENCES:

1. Innova Diagnostics Anti-Smith package insert.

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APPROVAL:

	Name/Title	Signature	Date
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Verified:	MONICA B. VILLANUEVA, RMT, PhD Laboratory Manager		07-13-2022
	MELANIE ROSE B. ZERRUDO, MD, FPSP Chair, Department of Pathology		07-13-2022
Reviewed:	DENNIS C. ESCALONA, MN, FPSQua Quality Assurance Supervisor		07-13-2022
Recommending Approval:	ROSARIO D. ABARING, MAN, PhD Ancillary Division Officer		07-13-2022
	FREDERIC IVAN L. TING, MD OIC - Total Quality Division		7/14/22
Approved:	GENESIS GOLDI D. GOLINGAN President and CEO		9/7/22


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KEY TASKS	PERSON RESPONSIBLE
1. Turns on the machine first before opening the software by inserting the key on the right side to lock and holds the cover and switching on the button on the lower right portion of the instrument.	Medical Technologist
2. Double clicks the REVELATIONS DSX software on the desktop, selects CONNECT TO DSX (ON PORT 1) and clicks DO IT.	
3. Checks if each initialization result indicates "ALL TEST PASSED" after being directed to the default page of the software.	
4. Clicks NEW button on the toolbars and select WORKLIST. Selects "ADD ASSAYS" using a new batch of samples.	
5. Enters the names of the sample and selects the specific tests to be performed by clicking "NEW PLATE". Chooses assays from the list and click open.	
6. Fills in the LOT NAME, LOT NUMBER AND EXPIRY DATE and click Check button.	
7. Loads the plate, showing the assay and number of strips required. Fills the plate identifier with the format: LOT NAME, LOT NUMBER AND EXPIRY	

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DATE and clicks Check button.	
8. Loads reagents, wash buffers and consumables in their respective indicated positions.	
9. Makes sure that solid and liquid waste are empty and click ok.	

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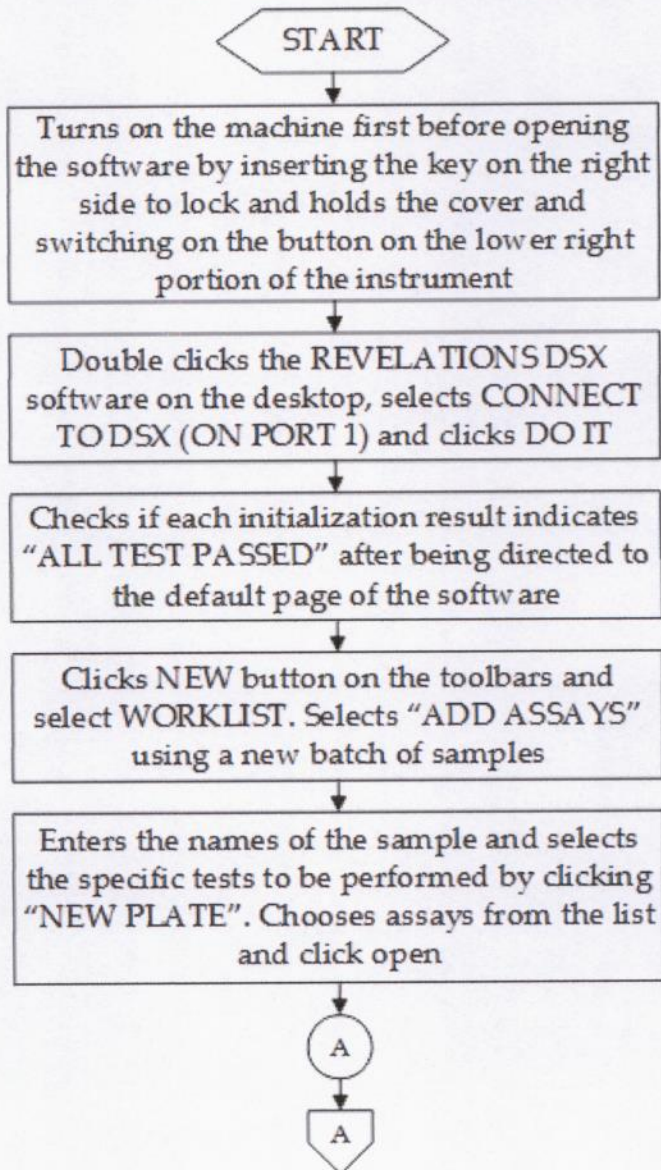


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FLOWCHART



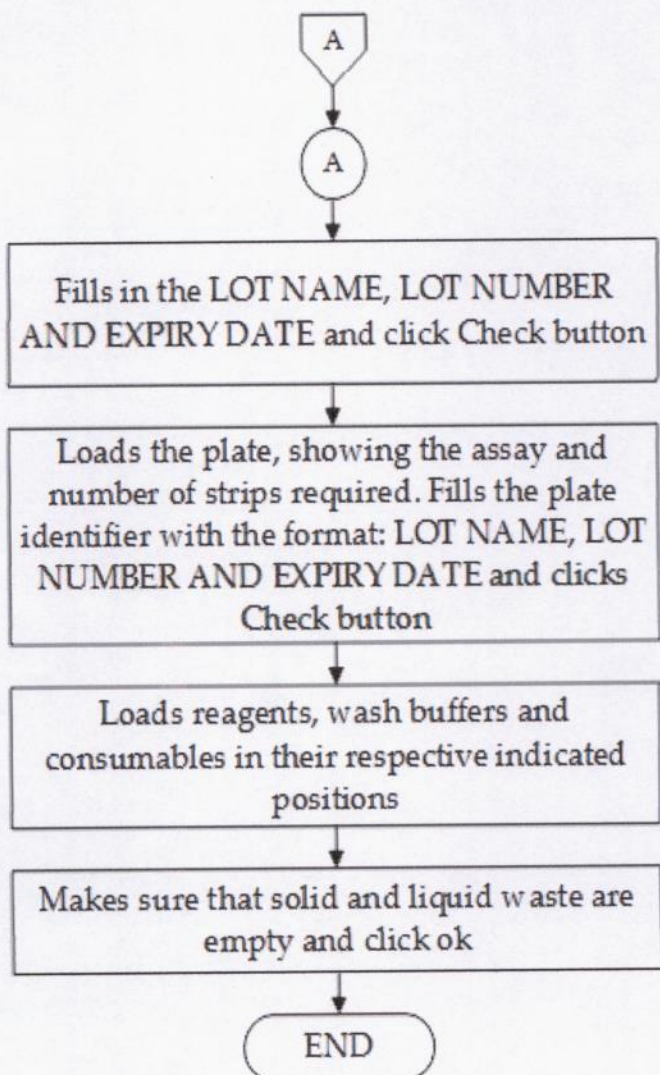



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FLOWCHART



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	FREDERIC IVAN L. TING, MD OIC - Total Quality Division	<i>F. Ting</i>	7/14/22
Approved:	GENESIS GOLDI D. GOLINGAN President and CEO	<i>G. Golingan</i>	9/1/22