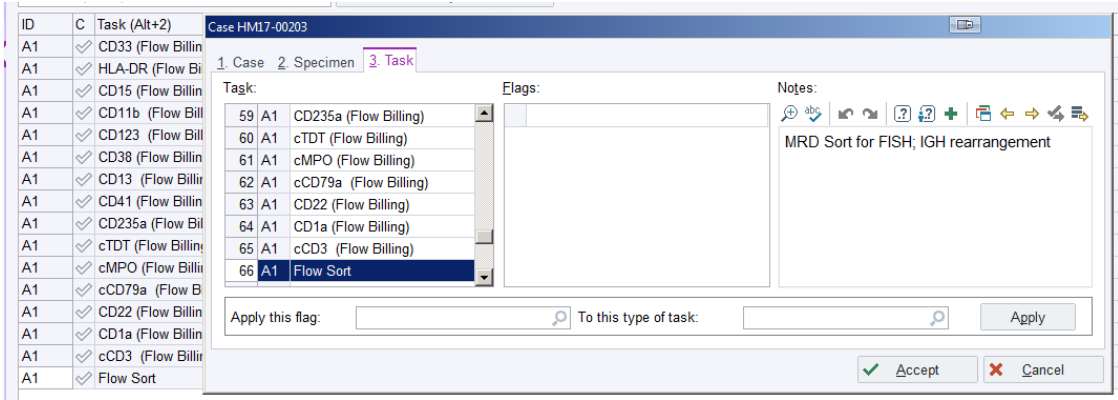





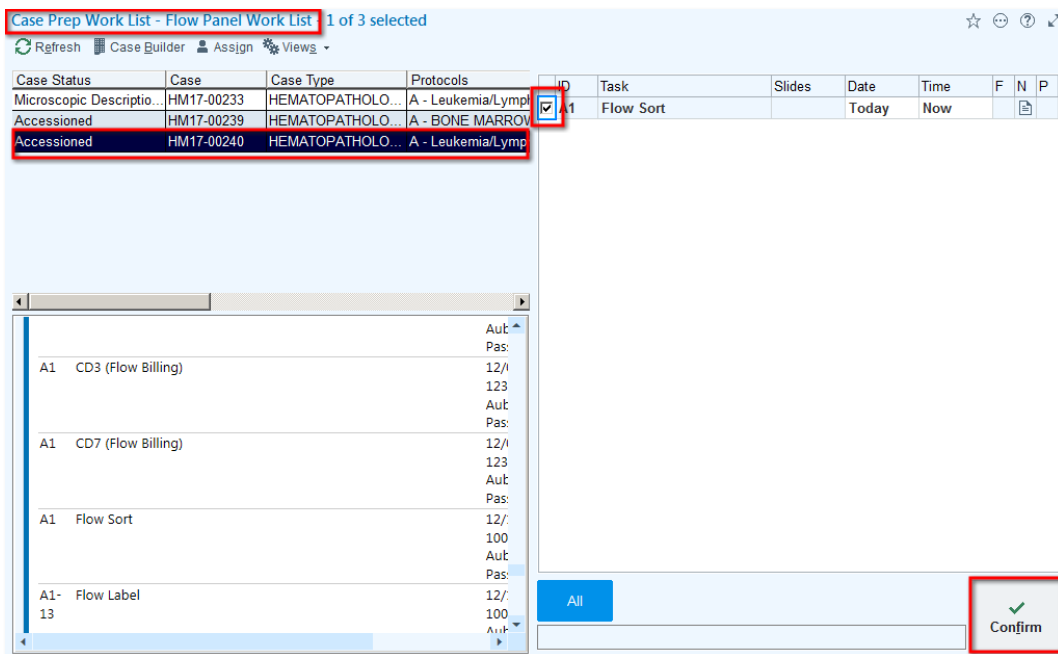
Flow: Flow Sort for LTA and Techs Guide:

Receiving the Flow Sort Specimen:

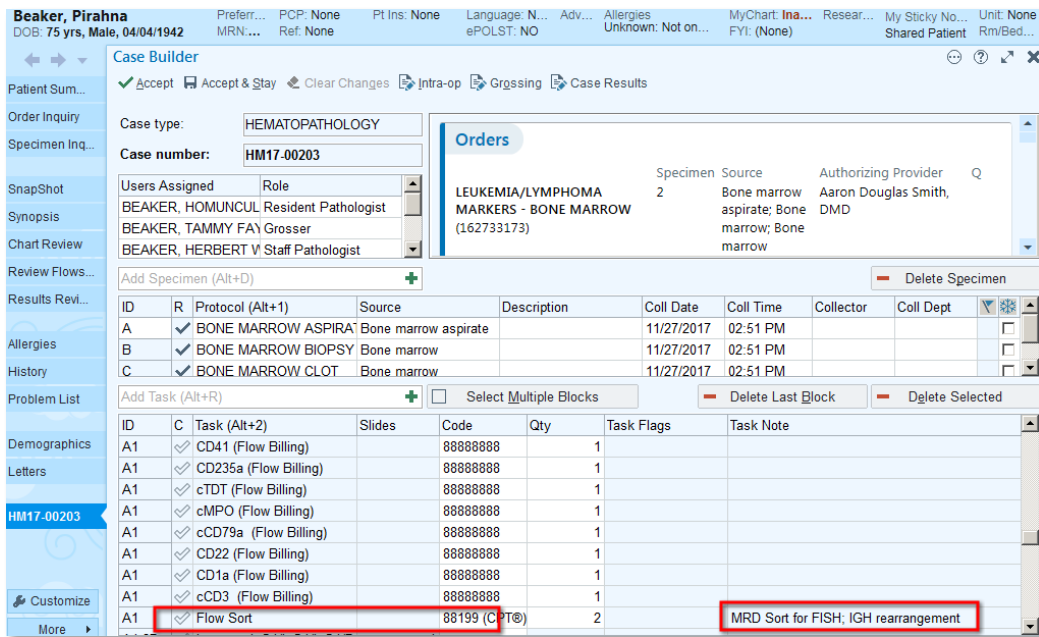
1. Pathologist will order a Flow Sort Task in **Case Builder** and adds a Task note that specified their request.



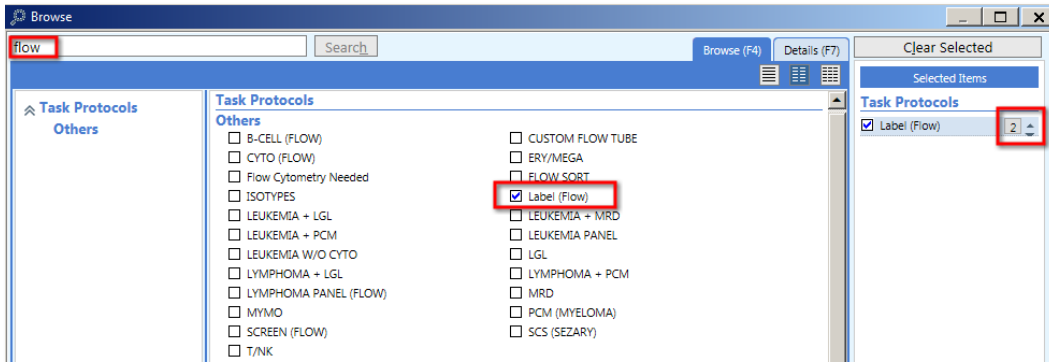
2. The Flow tech will go to the **Case Prep Work List** to confirm the Flow Sort task.
 - a. Click on the  tab to open up **Case Prep Work List**. You can also find a link to it from your Beaker AP Lab Dashboard.
 - b. Make sure you are viewing the **Flow Panel Work List** view. To change your view, click on the  **Actions** button and choose  **Views** and pick the view you want.
 - c. Select the case you want to confirm on the left. Check off the check box for the Flow Sort task and click on the **Confirm** button on the bottom of the window.



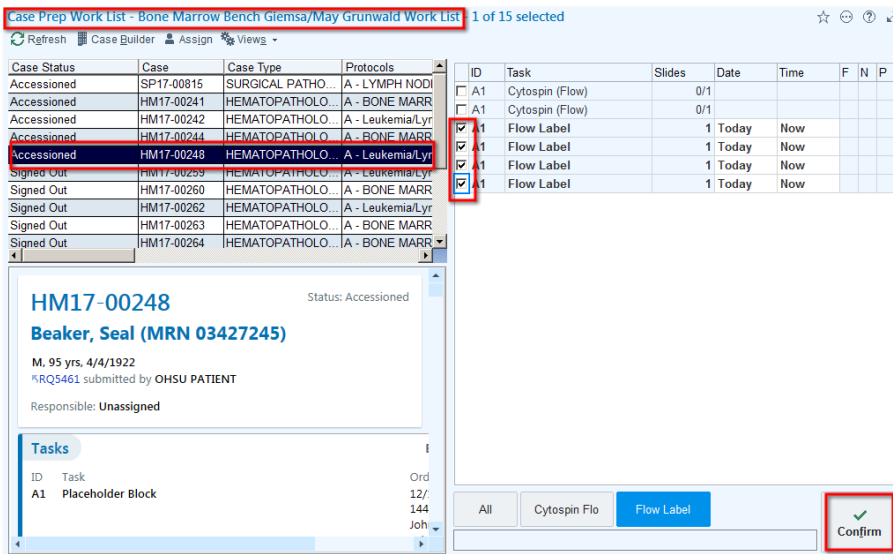
3. Click on the **Case Builder** button in the **Case Prep Work List**. The Flow tech will take a screenshot of the Flow Sort Task note in **Case Builder** and print it out.



4. Generic case labels need to be printed to label the tubes.
 - a. In **Case Builder**, click in the **Add Tasks** field and search for “**flow**”.
 - b. Check off the **Labels (Flow)** option and on the right side, use the arrows to select how many flow labels you want to print (depending on the number of flow sorts requested in the Flow Sort Task Note.) Click the **Accept** button.



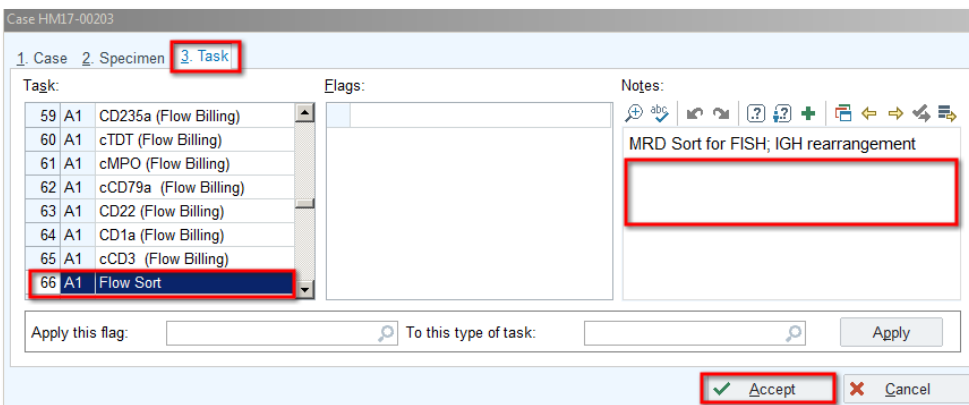
- c. Click on the **Case Prep Work List** tab to open up **Case Prep Work List**. You can also find a link to it from your Beaker AP Lab Dashboard.
- d. Make sure you are viewing the **Bone Marrow Bench Giemsa/May Grunwald Work List** view. To change your view, click on the **Actions** button and choose **Views** and pick the view you want.
- e. Select the case you want to confirm on the left. Check off the checkboxes for the Labels (Flow) tasks and click on the **Confirm** button on the bottom of the window. This will print labels to use for labeling the sorted cell tubes.



5. The flow tech will process the cells and writes the cell populations on the tubes as well as the printed Case Builder screenshot.
6. The Flow will document the sort results in the task note in **Case Builder**.
 - a. Open **Case Builder** from your Dashboard and scan in one of the labels you printed earlier.
 - b. Find the **Flow Sort** task in the list, and click on the **Task Note** field for that row.

ID	C	Task (Alt+2)	Slides	Code	Qty	Task Flags	Task Note
A1	✓	CD1a (Flow Billing)		88888888	1		
A1	✓	cCD3 (Flow Billing)		88888888	1		
A1	✓	Flow Sort		88199 (CPT®)	2		MRD Sort for FISH; IGH rearrangement

- c. Enter in the sort results right after the note the pathologist entered originally to request the sort. This task note allows us to have a digital record of the results of the flow sort in Beaker. Click the **Accept** button.



7. Give the specimens and the Case Builder print out to the LTA's to send to KDL via Core Lab.

Sending Flow Sort Specimens to KDL via Core Lab:

- Flow LTA:** After the LTA's are given the sort tubes with populations and the printout with sort results, go to Case Results. You can click on the Case Results link on your AP Beaker Lab Dashboard, or just scan the barcode while you are viewing the Outstanding List.
- Click on the **Charges** button. Scroll down until you find an empty row. In the **Task** field, type "**flow sort**".

A1	CD1a (Flow Billing)	88888888 [HB-LAB PERFORMABLE FOR SURFACE MARKI	
A1	cCD3 (Flow Billing)	88888888 [HB-LAB PERFORMABLE FOR SURFACE MARKI	
A1	Flow Sort	80004137 [HB-LAB SORTED CELLS, FLOW CYTOMETRY	2

- In the **Charge Code** field, type "80004137"
- In the **Qty** field, type the number of populations sorted.
- Click the **Save** button.
- The LTA will order 'Specimen Routing' with appropriate test information where the specimen is received in Surgical Pathology and put on a packing list to Core Lab.
- The LTA sends the specimen, a print out with sort results, and a 'send to KDL paper' to Hatfield Laboratory. (Hatfield Laboratory will send these items on to KDL.)

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