

# Surg Path: Histotech Beaker AP Guide:

## Tracking Embedding:

1. To track which cassettes are embedded, open the **Tracking** activity by clicking on the **Tracking** link on your **Beaker AP Lab Dashboard**. Make sure you are viewing the **Specimen Tracking** view. To change your view in the Tracking activity, click on **Views** and pick the view you want.

The screenshot shows the 'Tracking - Specimen Tracking - 1 of 2 selected' interface. At the top, there is a table with columns: Container, Patient, Task, and Status. The first row is 'SP17-00864 A2 Beaker, Mam... C4D IF Indirect... Gros...'. The second row is 'SP17-00853 A1 Beaker, Zach... H&E, Levels, B... Acce...'. Below the table, there is a detailed view for 'SP17-00853 Beaker, Zachary (MRN 03440149)'. It shows 'M, 4 yrs, 10/28/2013' and 'Responsible: Mary Carr'. Under 'Specimens', there is a table with columns: ID, Protocol, and Collected. The first row is 'A SKIN BIOPSY' collected on '12/14/17 1122'. The second row is 'SURGICAL PATHOLOGY' collected on '12/14/17 1122'. Below this, there is a table for 'SP17-00853 A1' with columns: Date, Status, User, and Location. The first row is '01/14/2018 Tracked Embedded' by 'Herbert West Beaker' at 'LAB SURG HWSA5079'. Below this table, there is a 'Reason' field set to 'Embedded' and a 'Comments' box containing 'This is a comment'.

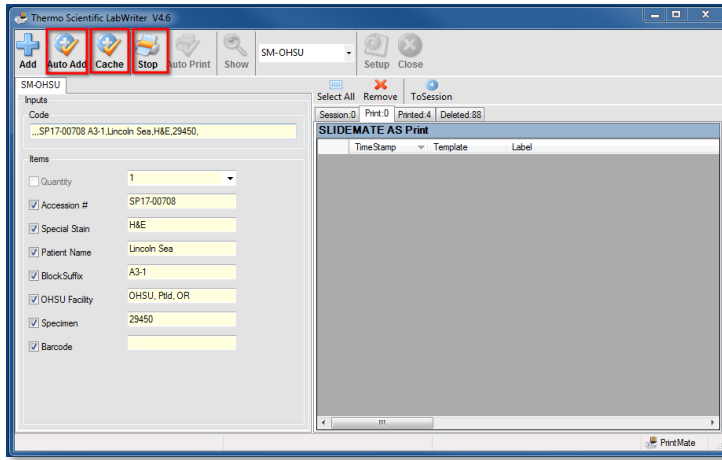
2. Choose “Embedded” in the **Reason** field.
3. You can also choose to put a comment in the Comment box.
4. Scan all your cassettes with a barcode scanner. These will automatically be tracked with the reason “Embedded” and the comment (if you entered a comment).




## Cutting and Slide Label Printing:

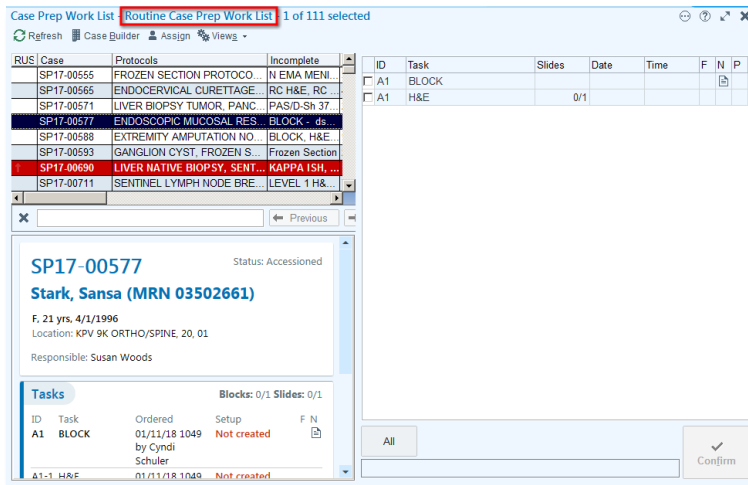
1. On a workstation that is connected to a Slidemate printer, click the **Labwriter** icon on the desktop.



2. Press the “Print” button so it changes to a “Stop” icon. Also make sure that the **AutoAdd** and **Cache** buttons next to the Print/Stop button have a yellow checkmark. These settings need to be on to be able to print.



3. Login into Beaker, and click the  tab to open the **Case Prep Work List**. You can also find a link to it from your Beaker AP Lab Dashboard. You can use the column headers to sort and filter the list. Make sure you are viewing the **Routine Case Prep Worklist** view. To change your view, click on the  **Actions** button and choose  **Views** and pick the view you want.



4. Select a patient's case automatically by scanning the cassette barcode and the tasks will auto confirm and print the labeled slides on the Slidemate printer.
  - a. You can also manually select a case on the left. The tasks for the case appear on the right. If you manually check off the tasks and press the **Confirm** button, it will confirm your selected tasks and print out the labeled slides.
5. At this point, the slides can be put on the appropriate stainer.

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