

# GEM 4000

## Copying IL Data

### Note to Operators

In the event of a cartridge, CVP or analyser failure, contact your Super user or local POCT Coordinator and report the incident immediately. We will usually request a copy of the 'IL Data' be sent in for analysis. This is pertinent for 3 general reasons:

- Troubleshooting, investigation, repairs and analysis
- QA and product improvement
- Reimbursement for lost cartridge tests.

### Note to Super users and Lab Staff

**Please Note:** The cartridge IL data does not contain any patient demographics. Werfen require a copy of the cartridge IL data within 30 days of incident.

Access the GEM 4000 by visiting site in person and copying the data to a CD or USB drive. **Note:** The USB drive can have multiple cartridges of IL data copied to it, provided it has capacity. **DO NOT** copy IL data from multiple GEM 4000's to the same USB drive. Discs are single use, as the session is always closed after writing.

Contact your local PoCT Coordinator to determine best method of transmission of the IL data once retrieved from analyser. You can find contact details for your local Coordinator on the PoCT Website

<http://www.pathology.health.nsw.gov.au/dealerlocator/locator.aspx?action=search>



**Do not use e-mail to transmit IL data to your PoCT Coordinator or Werfen. The size of the IL data far exceeds e-mail attachment restrictions.**

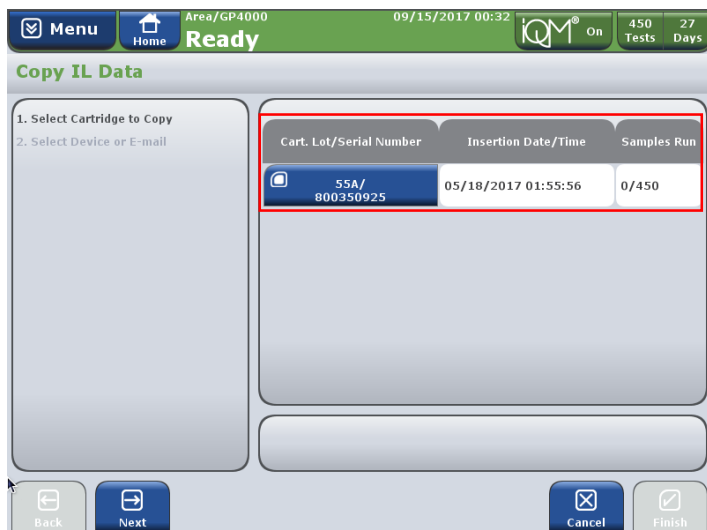
### Instructions for Manual Collection of IL data



1. From the drop down **Menu** select **Diagnostics** and then select **Copy IL Data**.

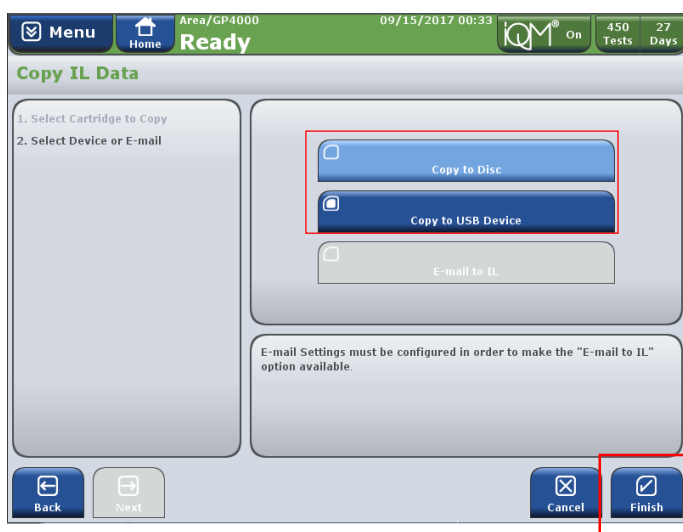
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A list of all cartridges previously run will be displayed, showing: cartridge serial/lot, date of insertion, number of tests run

2. Select the serial number of the cartridge to copy and hit **Next**



3. Select copy to **Disc** or **USB** and proceed by touching **Next**

4. Select **Finish**

5. Insert a blank disc or USB, close the drawer and select **OK**

6. When prompted, remove the media and select **OK**



For more information and a demonstration video on Copying IL data from the analyser, visit the PoCT Website or access the video via the analyser by selecting **Menu>HELP>Training Videos**