

itBioPath

HOW-TO



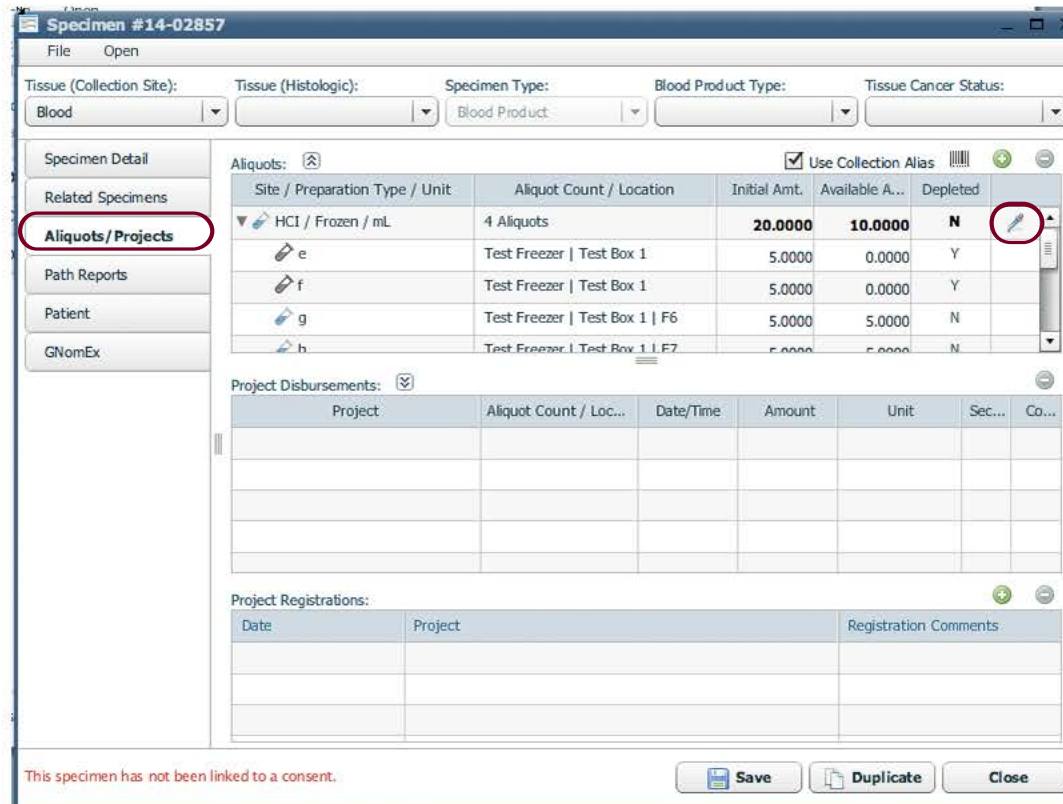
Conducting a Specimen Disbursement


The screenshot displays the itBioPath software interface. On the left, the 'Tree View - Specimens by Type' shows a list of specimens grouped by type. The specimen '14-02857' is highlighted in blue, indicating it is selected. The main window on the right shows the 'Specimen #14-02857' detail view. This window contains various fields for specimen information, including 'Tissue (Collection Site)', 'Tissue (Histologic)', 'Specimen Type', 'Blood Product Type', and 'Tissue Cancer Status'. The 'Specimen Detail' section includes 'Collection #', 'Collected from Patient', 'Collection Protocol', 'Institution Collected From', 'External', and 'Lab Collected By'. The 'Received' section includes 'Received', 'Status', 'Status Date', and 'Specimen Comments'. The 'Collect Prep Type' section includes 'Collect Prep Type', 'Collect Prep Method', and 'Prepared by'. The 'Procurement Time' section includes 'Procurement Time', 'Expiration', and 'Laterality'. The 'Specimen Aliases' section includes a table with columns for 'Site', 'Alias Type', and 'Alias'. The 'Specimen Classifications' section includes a table with columns for 'Site', 'Alias Type', and 'Alias'. A red message at the bottom of the specimen detail window states: 'This specimen has not been linked to a consent.' The interface also includes a 'Storage Navigator' and 'Notes' section at the bottom left, and a 'Save', 'Duplicate', and 'Close' button bar at the bottom right.

Site	Alias Type	Alias
HCI	Batch ID	1234

Site	Alias Type	Alias
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Find a particular specimen for disbursement by using the Search functions in itBioPath. In this example the specimen was found by searching for a patient's MRN. The specimens associated to that patient became visible in the Tree View. Double click on the desired specimen to open a specimen window.



The 'Aliquots/Projects' tab of the specimen window will display the available aliquots. Click the  icon to begin the specimen disbursement process. A new window will open.

Add Specimen Disbursement: 14-02857

Disbursement

Instructions:
Please enter information into all required fields. You may then enter an amount into either the 'Disbursing Amt.' field on the left, or into each aliquot's 'Disburse' field on the right. When you are ready, choose 'Save' to create the disbursement.

Project: Show Inactive
Test project

Disburse Date: 04/15/2014 0 : 00 Time Unk.

Person From: Nicholas Courdy Person To:

Lab From: Lab To:

Disbursement Comments:
Tue Apr 15 2014 Nicholas Courdy verified that this specimen has a valid consent.

Thaw Date: 0 : 00 Time Unk.

Disbursing Amount: Each All

Reserve Amount:

Specimen Info

CC #: 14-02857 Specimen Comments:

Tissue Type: Blood

Specimen Type: Blood Product

Tissue Cancer St...
Collected Date: 04/08/2014 (time...
Quality Notes:

Aliquot Info

Site: HCI Preparation Type: Frozen Unit: Volume Aliquot Total: 2 Disbursing: 1 Remaining: 1
Amount Total: 10.0000 Disbursing: 5.0000 Remaining: 5.0000 Total # of Sections: Total # of Contain...

Sequence	Location	Available	Remaining	Disburse	Sections	Contain...	Depleted
g <input checked="" type="checkbox"/>	Test Freezer Test Box...	5.0000	0.0000	5.0000			Yes
h <input type="checkbox"/>	Test Freezer Test Box...	5.0000	5.0000	0.0000			No

Consent

Has Consent Can Use Tissue
 Has Consent Form Can Contact
Consent Date: Can Link to M. R.

This specimen has not been linked to ...
 Patient consent has been verified

The specimen will be depleted after this disbursement.

The 'Add Specimen Disbursement' window requires an associated project and verified patient consents to initiate the disbursement. Also include which lab the specimen is going to and any other important information. In the 'Aliquot Info' tab choose which Sequences will be sent by checking the associated box. Once all the entered information is correct, click 'Disburse/Ship'.

Disbursement

Instructions:
Please enter information into all required fields. You may then enter an amount into either the 'Disbursing Amt.' field on the left, or into each aliquot's 'Disburse' field on the right. When you are ready, choose 'Save' to create the disbursement.

Project: Show Inactive
Test project

Disburse Date: 04/15/2014 0 : 00 Time Unk.

Person From: Person To:
Nicholas Courdy

Lab From: Lab To:

Disbursement Comments:
Tue Apr 15 2014 Nicholas Courdy verified that this specimen has a valid consent.

Thaw Date: 0 : 00 Time Unk.

Disbursing Amount: Each All

Reserve Amount:

Specimen Info

CC #: 14-02857 Specimen Comments:
Tissue Type: Blood
Specimen Type: Blood Product
Tissue Cancer St...
Collected Date: 04/08/2014 (time...
Quality Notes:

Consent

Has Consent Can Use Tissue
 Has Consent Form Can Contact
Consent Date: Can Link to M. R.
This specimen has not been linked to ...
 Patient consent has been verified

Aliquot Info

Site: HCI Preparation Type: Frozen Unit: Volume Aliquot Total: 2 Disbursing: 1 Remaining: 1
Amount Total: 10.0000 Disbursing: 5.0000 Remaining: 5.0000 Total # of Sections: Total # of Contain...

Site	Preparation	Unit	Volume	Disburse	Sections	Contain...	Depleted
			5.0000	5.0000			Yes
			0.0000	0.0000			No

Confirm(Disbursing for Shipping)

Total disbursement amount: 5.0000 Volume
Disbursed to project: Test project
of aliquots: 1

OK Cancel

The specimen will be depleted after this disbursement.

Disburse Disburse/Ship Close

itBioPath will ask to confirm the disbursement. If the information is correct, click 'OK'. The disbursement is now complete.

*** Shipment Detail**

Detail

Batch ID: 3733
 Protocol: HCI Test Protocol
 Last Status: Created
 Sender: Nicholas Courdy
 Receiver:
 Tracking #: 1234567
 Carrier: FedEx
 Ship Date: 04/15/2014
 Temperature: 0 .00 F

(Select to set or manually enter the address)
 Select:
 Address 1: 675 Arapeen STE 200
 Address 2:
 City: Salt Lake City
 Postal Code: 84108 State: UT
 Country: United States
 Phone 1:
 Phone 2:

Shipment Comment:
 Status History:
 04/15/2014 16:34 Created Nichola..

Set Last Status: Shipped

Specimen Aliquots

Specimen/Aliquot Count: 1

CC#	Amount	Disbursed Date/Time	Project	Location Before Disbursement
14-02857 g	5.0000 mL	04/15/2014	Test project	Test Freezer Test Box 1 F6

Update Delete Close

The 'Shipment Detail' window will open. Enter shipping information about the disbursement. Include a tracking number and set the last status for the shipping process. Verify it is the correct specimen by checking the 'Specimen/Aliquots' portion of the window. Once the entered information is correct, click 'Update'.

Specimen #14-02857

File Open

Tissue (Collection Site): Blood Tissue (Histologic): Specimen Type: Blood Product Type: Tissue Cancer Status:

Specimen Detail

Related Specimens

Aliquots/Projects

Path Reports

Patient

GNomEx

Aliquots: Use Collection Alias

Site / Preparation Type / Unit	Aliquot Count / Location	Initial Amt.	Available A...	Depleted
HCI / Frozen / mL	1 Aliquot	5.0000	5.0000	N
h	Test Freezer Test Box 1 F7	5.0000	5.0000	N

Project Disbursements:

Project	Aliquot Count / Loc...	Date/Time	Amount	Unit	Sec...	Co...
Test project	1 Aliquot	04/15/2014	5.0000	mL	0	

Project Registrations:

Date	Project	Registration Comments

This specimen has not been linked to a consent.

Save Duplicate Close

Back in the specimen window the disbursement information will now be visible in the 'Project Disbursements' box.

The screenshot displays the BioPath software interface. On the left, the 'Edit' menu is open, highlighting 'Specimen Shipment'. The main window shows a specimen detail for 'Specimen #14-02857'. The specimen is of type 'Blood' and 'Blood Product'. The 'Tree View - Specimens by Type' shows a list of specimen types, with 'Blood Product (1)' selected. The 'List View - Specimen Results' shows a table with columns for 'Collect Date' and 'Collect Protocol'. The 'Storage Navigator' shows 'Nicholas County' and 'Tue, Apr 15, 2014'. The 'Notes' section is empty. The 'Specimen Detail' window shows a table of aliquots and projects. The 'Project Disbursements' table has one entry for 'Test project' with an amount of 5.0000 mL. The 'Project Registrations' table is empty. A red message at the bottom of the specimen detail window states: 'This specimen has not been linked to a consent.' Buttons for 'Save', 'Duplicate', and 'Close' are visible at the bottom right of the specimen detail window.

CC#:

Protocol:

Tissue Type:

Cancer Status:

Distributed Project:

Patient Alias:

MRN: ACIS-007

Aliquot Alias:

CC# + Seq:

Advanced Search

Tree View - Specimens by Type

	Collect Date	Collect Protocol
▶ Blood - Plasma (6)		
▶ Blood - Serum (3)		
▶ Blood - White Blood Cells/Buffy Coat (6)		
▼ Blood Product (1)		
14-02857	04/06/2014	HCI Test Protocol
▶ Genetic - DNA (1)		
▶ Genetic Product (1)		
▶ Solid Tissue (4)		

List View - Specimen Results

Storage Navigator

Notes

Nicholas County Tue, Apr 15, 2014

Huntsman Cancer Institute, Research Informatics

Specimen #14-02857

Tissue (Collection Site): Blood Tissue (Histologic): Blood Product Specimen Type: Blood Product Type: Blood Product Tissue Cancer Status:

Specimen Detail

Site / Preparation Type / Unit	Aliquot Count / Location	Initial Amt.	Available A...	Depleted
HCI / Frozen / mL	1 Aliquot	5.0000	5.0000	N
h	Test Freezer Test Box 1 F7	5.0000	5.0000	N

Project Disbursements:

Project	Aliquot Count / Loc...	Date/Time	Amount	Unit	Sec...	Co...
Test project	1 Aliquot	04/15/2014	5.0000	mL	d	

Project Registrations:

Date	Project	Registration Comments
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This specimen has not been linked to a consent.

Save Duplicate Close

To check the status of a shipment or to update information click Edit > Specimen Shipment. A new window will open.

The screenshot shows a software window titled "Search Specimen Shipment". It features a "Search Criteria" section with input fields for "Batch ID", "Tracking #", "Person From...", "Person To:", "Address:", "Last Status:", "Carrier:", "Date From:", "Date To:", and "Date Type:". The "Tracking #" field contains the value "1234567" and the "Date To" field contains "04/15/2014". A "Search" button and a "Clear" button are located to the right of the search criteria. Below this is a "Shipment List" section with a table containing one row of data. The table has columns for "Batch ID", "Created Date", "Shipped Date", "Person From", "Person To", "Tracking #", "Carrier", "Shipping Addr.", and "Last Status". The data row shows a shipment with Batch ID 3733, Created Date 04/15/2014, Shipped Date 04/15/2014, Person From Nicholas Cou..., Tracking # 1234567, Carrier FedEx, Shipping Addr. 675 Arapeen STE 200..., and Last Status Shipped. A "Close" button is located at the bottom right of the window.

Batch ID	Created Date	Shipped Date	Person From	Person To	Tracking #	Carrier	Shipping Addr.	Last Status
3733	04/15/2014	04/15/2014	Nicholas Cou...		1234567	FedEx	675 Arapeen STE 200...	Shipped

Within the 'Search Specimen Shipment' window enter information about a shipment and click 'Search'. The results will appear in the 'Shipment List'. Double click the correct shipment to view more information.

Shipment Detail

Detail

Batch ID: 3733
 Protocol: HCI Test Protocol
 Last Status: Shipped
 Sender: Nicholas Courdy
 Receiver:
 Tracking #: 1234567
 Carrier: FedEx
 Ship Date: 04/15/2014
 Temperature: 0 °C / 00 °F

(Select to set or manually enter the address)
 Select:
 Address 1: 675 Arapeen STE 200
 Address 2:
 City: Salt Lake City
 Postal Code: 84108 State: UT
 Country: United States
 Phone 1:
 Phone 2:

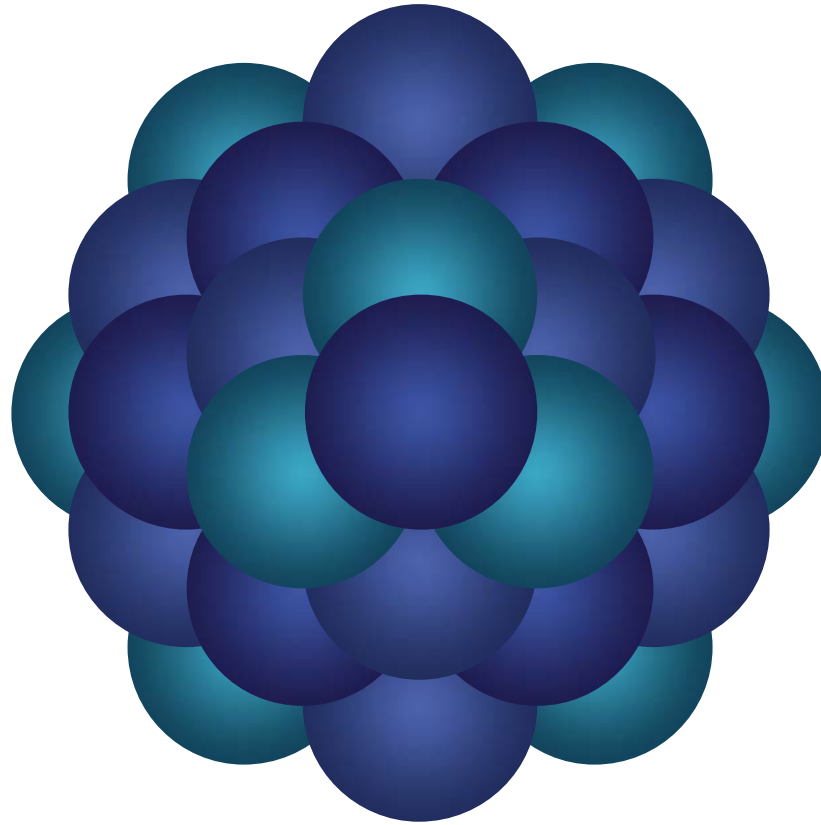
Shipment Comment:
 Status History:
 04/15/2014 16:36 Shipped Nichola...
 04/15/2014 16:34 Created Nichola...
 Set Last Status:

Specimen Aliquots
 Specimen/Aliquot Count: 1

CC#	Amount	Disbursed Date/Time	Project	Location Before Disbursement
14-02857 g	5.0000 mL	04/15/2014	Test project	Test Freezer Test Box 1 F6

Update Delete Close

The 'Shipment Detail' window will open. The status history of the shipment will be visible. Update the status by choosing the appropriate option from the 'Set Last Status' dropdown. Once the entered information is correct, click 'Update'.



Questions?

Email 'Informatics - itBioPath Support' email group