

Appendix 2 – DCA Vantage Job Aid – Urine Albumin/Creatinine Testing




Specimen Requirements for Urine Albumin/Creatinine

- Random mid-stream urine sample without preservative added; label specimen
 - **DO NOT** use sample if it is turbid (cloudy)



Ensure reagent cartridges have been at room temperature at least 15 minutes prior to use

Note - After opening the foil pouch, the reagent cartridge must be used within 10 minutes.

Step	Action	
1	Turn the analyzer and wait for the unit to warm up; the on/off switch is located in the lower left corner below the printer. It will display a READY message when it is ready to use.	
2	Check the lot number of the reagent; if the lot number is different from the previous lot, perform calibration. Ensure QC has been run prior to analyzing patient samples.	
4	Tear open foil Reagent Kit package containing reagent cartridge; do not touch or otherwise contaminate the optical window or erroneous test results may be generated. Cartridge should be discarded if damaged, the pull tab is loose or missing, or if loose desiccant particles are found inside the foil pouch. Capillary holders and plungers are packaged separately in a plastic bag.	
5	Immerse the tip of the capillary tube in the urine sample; tilt the container and capillary holder to increase rate of flow into the capillary. Allow enough time for the urine specimen to flow into the capillary tube and come in contact with the starch plug.	
6	Remove capillary tube from specimen; using a lint-free tissue, carefully wipe the outside of the capillary tube. Do not allow tissue to touch the open end of the capillary as this may result in loss of sample. If sample loss is obvious, discard the capillary holder and begin again.	
7	Inspect capillary for presence of bubbles; if bubbles are obvious discard the capillary holder and begin again.	
8	Carefully insert the urine capillary holder into the reagent cartridge until the holder gently snaps into place.	
10	Scan the reagent cartridge barcode 	<ol style="list-style-type: none"> 1. Locate the dot (on the instrument) next to the bar code track; locate the bar code on the reagent cartridge 2. Hold the reagent cartridge so that the bar code faces right; insert reagent cartridge into bar code track above the dot and quickly (within 1 second) smoothly slide the reagent cartridge down past the dot. A beep sound will signal a successful scan; if no beep sounds, repeat the procedure.
12	Instrument display reads: LOAD CARTRIDGE, INSERT PLUNGER, PRESS [←] Insert reagent cartridge into analyzer: 	<ol style="list-style-type: none"> 1. Open cartridge compartment door 2. Hold reagent cartridge so the bar code faces right 3. Insert reagent cartridge into the compartment until a snap is heard/felt 4. Insert plunger into the hole on top of capillary holder; depress plunger fully. The plunger will lock into the capillary holder; press ENTER.  5. Pull the pull-tab completely out of the reagent cartridge using a smooth, slow, continuous motion 6. Close the compartment door; dispose of flexible pull-tab. A beep sounds and the assay begins 5 seconds after the door is close. If the door is closed before pulling the tab, this 5 seconds allows for the door to be re-opened, the tab to be pulled, and the door closed again
13	A pop-up window will appear on the touch screen to enter the demographics; once all data has been entered press NEXT .	
14	Once testing is complete (approx. 6 minutes), the result is printed by pressing the PRINT button on the screen.	
15	Open cartridge compartment door; press and hold down the button on the right side of the compartment while pushing the tab of the cartridge to the right; the cartridge can now be pulled out and discarded.	