Title: Procedure for ACE Daily Cleaning

Purpose: To aid the laboratorian in performing the daily cleaning procedure for the ACE.

Reagents and Supplies Necessary:
- Chem-wipes
- Cotton tipped applicator sticks
- 70% isopropyl alcohol
- Alchol wipes
- Tweezers

Procedure:
From Alfa Wasserman’s ACE Clinical Chemistry System Operators’ Manual:

1. Remove condensation from reagent compartment.
   a. Press F12 to display the Access menu.
   b. Select Reagents. The messages Pausing the Instrument… and Positioning the sample ring… are briefly displayed before instructions for loading reagents are displayed.
   c. When the access indicator is illuminated, open the reagent access cover.
   d. If the reagent tray is in the compartment, lift it out and set it aside.
   e. Inspect the compartment and camera lenses for condensation. Remove any moisture using chem.-wipes.
   f. Replace the reagent tray.
   g. Close the cover and press F10.
   h. Press Escape until the Main menu is displayed.

2. Clean wash bath and probe pathway:
   a. Press F12 to display the Access menu.
   b. Select Reagents. The probe will move to the left side of the reagent compartment.
   c. Moisten the cotton tip of an applicator stick with 70% isopropyl alcohol.
   d. Clean the surface of the plate that covers the wash bath and around the opening in the plate.
   e. Clean the entire probe pathway, including the area surrounding each of the openings.
   f. When the cleaning is complete, press Escape until the Main Menu is displayed. The probe will return to its home position over the wash bath.

3. Clean exterior of probe:
   a. Select Utilities from the Main menu.
   b. Select Probe to display the Align Probe screen.
   c. Select Position Transfer Arm to ISE Port and press Enter. The probe is positioned at the ISE port crosshairs.
d. Grasp an alcohol swab with the tweezers. Wipe the outside of the probe, starting from the top of the probe and wiping downwards to the tip, with the alcohol swab until all traces of debris are removed.

e. Moisten a chem.-wipe with ddI water.

f. Wipe the probe with the moistened chem.-wipe from top to bottom to remove traces of alcohol.

g. When the cleaning is complete, press Enter to reposition the probe at the crosshairs.

h. Verify that the probe is aligned.

i. Select Test alignment at washbath and verify that the probe is aligned.

j. Press Escape until the Main menu is displayed. The probe will return to its home position over the wash bath.

4. Check probe alignment:
   a. Select Utilities from the Main menu to display the Utilities menu.
   b. Select Probe to display the Align Probe screen.
   c. Select Position Transfer Arm to ISE Port and press Enter. The probe is positioned at the ISE port crosshairs.
   d. Examine the position of the probe. If necessary, carefully bend the probe (near the top of the probe) so that the tip of the probe is positioned at the center of the crosshairs.
   e. Select Test Alignment at Wash Bath and press Enter. The probe is positioned at the wash bath and the alignment is automatically checked. If the alignment at the wash bath is not within tolerance, the error-20 probe touch alignment plate unexpectedly is displayed.
   f. Observe the probe during the test. Verify that it is positioned in the middle of the ‘U’ located on the left side of the alignment plate. If necessary, repeat the procedure, starting at step c. Bend the probe in the needed direction, now using the ISE port crosshairs as a reference.
   g. Repeat the alignment and test procedure until the alignment passes.
   h. Press Escape until the Main menu is displayed. The system is initialized.

5. Record that the daily maintenance activities have been completed on the ACE Maintenance Log.