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## How to Start a Submission and Enter Data

- 1** On the landing page of MSDRx Infinity, select "Enter New Data!"
- 2** Select the **Submission Type, Facility, Analyzer, Enter Kit Lot #, Run Date, Run User** and any **Run Comments** and then select the **Method Confirmation** button.
- 3** Select each needed analyte for this submission and then select the **Analyte Data Entry** button.  
*NOTE: There are options to display 3rd Party Manufacturer's reagents and to add user-defined methods online if needed.*
- 4** Enter the data for each analyte and select the **Process** button. Scroll to the bottom of the page and select the **Confirm, Flag or Reject** button depending on the results. Repeat this step until each analyte has been entered, processed and confirmed and then select the **Review Submission** button.  
*NOTE: To enter a dilution, you must first enter the data for each level and **process** the data before being able to use the **Enter Dilutions** button.*  
*NOTE: You can add an additional product to this submission by selecting the **Enter Next Product** button once the data from the initial product has been entered and **processed**. This can be repeated for each product associated with this instrument submission.*  
*NOTE: To exclude the Peer Analysis section from your reports, you would need to uncheck the box for "**Include Peer Analysis**" that can be found at the bottom of the page for the analyte under the **Data Review** section. You would need to do this **prior** to Confirming or Rejecting the data entered for each analyte.*
- 5** Select the plus sign to the left-hand side of the **Data Summary** to confirm all needed analytes have been entered and are displaying the appropriate **Analyte Status**. If additional products need to be entered for this instrument's submission, they can be added using the **Enter Additional Product** button. When all data has been entered and the submission is ready to be completed select the Complete Submission button.  
*NOTE: Complete Submission will mark the submission as complete and no additional changes can be made to the report. To add your results into the peer group, the report must be completed.*

## How to Process an Admixture or Dilution

- 1 Follow steps 1 & 2 in **How to Start a Submission and Enter Data** to begin a submission.
- 2 After the submission has been started and you're on the **Analyte Data Entry** page, enter in the undiluted data first. Once those have been entered click on the **Process** button.

### Inverted Assay

Code: CO2      Type: Enzymatic  
 Analyte: Carbon Dioxide      Method: CO2

**Data Set**

Tested:       Reagent Lot:

Unit:       Calibrator Lot:

Calc Profile:      

	Level 1	Level 2	Level 3	Level 4	Level 5
Replicate 1	45	35	27	16.5	7
Replicate 2	45.2	35.5	27.3	16.4	7
Replicate 3	44.9	35.2	27.5	16.1	7
Replicate 4					

### Non-Inverted Assay

Code: FE      Type: Ferene  
 Analyte: Total Iron      Method: Iron

**Data Set**

Tested:       Reagent Lot:

Unit:       Calibrator Lot:

Calc Profile:      

	Level 1	Level 2	Level 3	Level 4	Level 5
Replicate 1	8	253	499	744	989
Replicate 2	8.5	254	498	745	990
Replicate 3	8.4	255	498	744	988

- 3 Select the **Enter Dilutions** button which should now be available to process the diluted data.
  - A) You will see a popup where you will enter in the dilution materials, parts and recovered values.

### Dilution with Saline (DI H2O, etc.)

**Add or Edit Dilutions**

Dilution Material #1       Use Level

Material:       Material:

# Parts:       # Parts:

Replicate 1:

Replicate 2:

Replicate 3:

## How to Process an Admixture or Dilution (continued)

### Admixture Between Levels

**B)** After the data has been entered, select the **Save** button. If the analyte has multiple dilutions, select the **Enter Dilutions** button again, enter the next dilution then select **Save** button once complete.

**4** Select the **Reprocess** button once you've finished entering in all the dilutions. This way the data can be recalculated and will refresh the Linearity Results and Peer Comparison tables and graphs.

### Inverted Assay

	0.53947	Level 1	Level 2	2.50000	Level 3	Level 4	Level 5
Replicate 1	3.40	45	35	22.00	27	16.5	7
Replicate 2	3.45	45.2	35.5	22.40	27.3	16.4	7
Replicate 3	3.50	44.9	35.2	22.46	27.5	16.1	7

Buttons: Add (+), Clear, Flag, Re-Process

### Non-Inverted Assay

	0.97742	Level 1	Level 2	Level 3	3.50000	Level 4	Level 5
Replicate 1	5.00	8	253	424	623.00	741	909
Replicate 2	5.41	8.5	254	408	631.00	740	900
Replicate 3	6.00	8.1	256	421	635.00	741	900

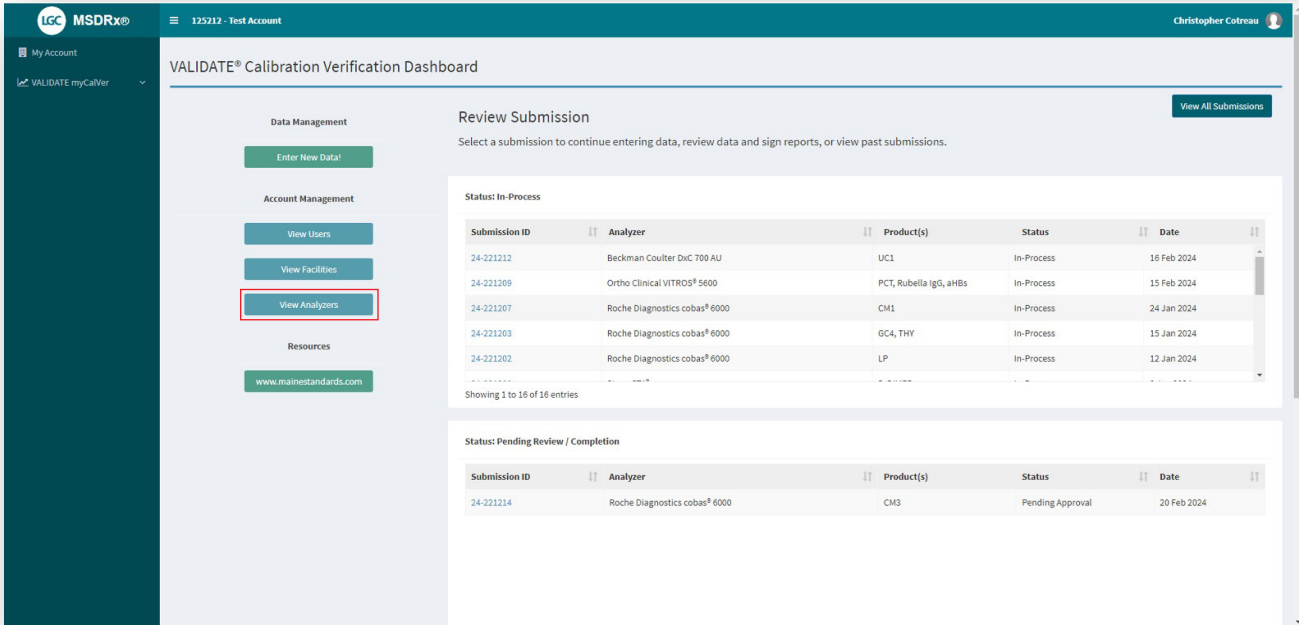
Buttons: Add (+), Clear, Flag, Re-Process

**5** Continue to process any other analytes and kits following the instructions in section **How to Start a Submission and Enter Data** steps 3-5.

# Updating Facility Instruments in MSDRx Infinity

With the migration of our legacy databases for MSDRx there may be duplicate instruments associated with your Account/Facility. Please follow the below instructions to update, inactivate or add instruments as needed.

- 1 Upon signing into MSDRx Infinity, click on the **View Analyzers** button on the VALIDATE® Calibration Verification Dashboard.



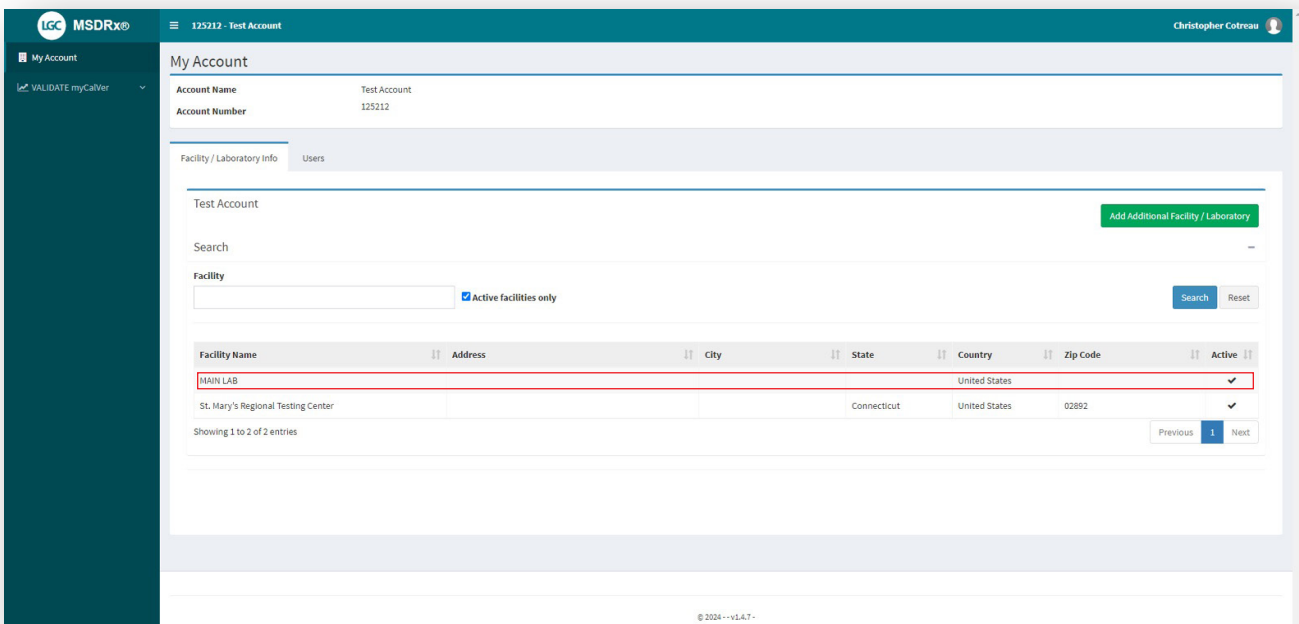
The screenshot shows the 'VALIDATE® Calibration Verification Dashboard' for a user named Christopher Cotreau. The dashboard has a left sidebar with navigation options: 'Data Management' (with 'Enter New Data!' button), 'Account Management' (with 'View Users', 'View Facilities', and 'View Analyzers' buttons), and 'Resources' (with 'www.mainstandards.com' link). The 'View Analyzers' button is highlighted with a red box. The main content area is titled 'Review Submission' and includes a 'View All Submissions' button. Below this, there are two tables: 'Status: In-Process' and 'Status: Pending Review / Completion'. The 'In-Process' table lists submissions with columns for Submission ID, Analyzer, Product(s), Status, and Date. The 'Pending Review / Completion' table lists a submission with columns for Submission ID, Analyzer, Product(s), Status, and Date.

Submission ID	Analyzer	Product(s)	Status	Date
24-221212	Beckman Coulter DxC 700 AU	UC1	In-Process	16 Feb 2024
24-221209	Ortho Clinical VITROS® 5600	PCT, Rubella IgG, aHBs	In-Process	15 Feb 2024
24-221207	Roche Diagnostics cobas® 6000	CM1	In-Process	24 Jan 2024
24-221203	Roche Diagnostics cobas® 6000	GC4, THY	In-Process	15 Jan 2024
24-221202	Roche Diagnostics cobas® 6000	LP	In-Process	12 Jan 2024

Submission ID	Analyzer	Product(s)	Status	Date
24-221214	Roche Diagnostics cobas® 6000	CM3	Pending Approval	20 Feb 2024

- 2 On the **My Account>Facility / Laboratory Info** tab, select the Facility for the Analyzers you'd like to review.



The screenshot shows the 'My Account' page for a user named Christopher Cotreau. The page has two tabs: 'Facility / Laboratory Info' (selected) and 'Users'. The 'Facility / Laboratory Info' tab shows a search bar and a table of facilities. The table has columns for Facility Name, Address, City, State, Country, Zip Code, and Active. The 'MAIN LAB' facility is highlighted with a red box. Below the table, there are 'Previous' and 'Next' navigation buttons.

Facility Name	Address	City	State	Country	Zip Code	Active
MAIN LAB				United States		✓
St. Mary's Regional Testing Center			Connecticut	United States	02892	✓

## Updating Facility Instruments in MSDRx Infinity (continued)

- With the Facility selected, scroll to the bottom of the page to view all Analyzers associated with that Facility. The **Analyzer Filter** can be used to search for a specific Analyzer or the table can be reviewed to find any Analyzer associated with the Facility. Please note that the **Active analyzer only** check box will further filter the Facilities Analyzers by those which are active or show all inactive and active instruments when not selected. The Status column will show active Analyzers with a check mark. Select an Analyzer from the table that you would like to set as inactive and then select the **Inactive** check box and click **Save Changes** to mark that Analyzer as Inactive.

**Analyzers**  
Select an analyzer from the list below to edit, or click the green button to the right to add a new analyzer. Add New Analyzer

Search

Analyzer Filter   Active analyzers only Search Reset

Identifier	Manufacturer & Brand	Model	Serial No.	Status	Test Menu
700AU	Beckman Coulter DxC	700 AU		✓	☑
Compact Max	Stago STA®			✓	☑
Ortho Vitros 5600	Ortho Clinical VITROS®	5600		✓	☑
Satellite Max	Stago STA®			✓	☑
Workhorse	Roche Diagnostics cobas®	6000	2585457	✓	☑

Showing 1 to 5 of 5 entries Previous 1 Next

**Edit Analyzer**

Manufacturer  Brand Name  Model

Identifier  Serial No.   Inactive

Save Changes Cancel

- To edit an existing Analyzers Brand Name, Model, Identifier or Serial No., please follow the same steps above, without selecting the Inactive checkbox.
- To add a New Analyzer to your Facility, select the **Add New Analyzer** button in the upper right corner of the Analyzers section and complete the required **Manufacturer, Brand Name** and **Identifier** information and then click **Save Changes**.



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