

# Seraqual External Quality Assessment Service (SEQAS)

## Guide to Submitting Results & Retrieving Reports

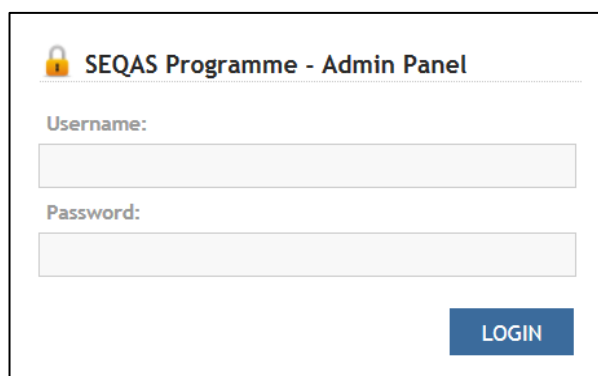


Welcome to SEQAS!! Within this document, you will find a complete walkthrough for use of our New Data Transfer System for Sending and Receiving Results

1. We begin by opening the SEQAS- online Website
2. Next, simply select 'LOGIN'.



3. Login by entering you're 'Username' and 'Password'

The image shows a screenshot of the SEQAS login form. The form is titled 'SEQAS Programme - Admin Panel' and has a lock icon. It contains two input fields: 'Username:' and 'Password:'. Below the password field is a blue 'LOGIN' button.

## 4. Updating Your Profile

SEQAS Programme Welcome: ( Company: Logout

[Programmes](#) [Update Profile](#) [Help Section](#) [Contact Us](#)

### Manage Users

Here you can update your user's info. Fields marked \* are required.

**Edit Current User >**

Username:

Password:  ?

Email: \*

First Name: \*

Last Name: \*

Newsletter Subscriber: Yes  No

Avatar:  [Browse](#)

Registration Date:

Last Login:

Last Login IP:

[Update User](#) [Cancel](#)

## 5. Here you can view your list of registered EQA programmes.

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### Welcome

Using an **External Quality Assessment service** has gained a high importance in the world of laboratories in the last decade. Being a fundamental part of the accreditation requirement for laboratories, it also enhances the chances for improvement of laboratory results over a period of time as well as improving commutability of results produced.

SEQAS has been in the forefront of providing viable, large peer group based programmes across various branches of laboratory medicine.

**SEQAS provides:**

- Comparison by instrument, method and specific reagents.
- Large peer group for better comparison of results
- Easy to use data capture system
- Results that is easy to understand and interpret.
- Yearly cycles
- Monthly and cycle-end reports
- Certification

Here you can view your list of registered EQA programmes to submit your monthly lab results.

| CODE     | PROGRAMME          | SAMPLE PACK SIZE | CYCLE DETAILS                              | SUBMIT RESULTS                 | REPORTING                    |
|----------|--------------------|------------------|--------------------------------------------|--------------------------------|------------------------------|
| SEQAS001 | Clinical Chemistry | 12 x 5 ml        | 1 CYCLE = 12 MONTHS.<br>1 SAMPLE PER MONTH | <a href="#">Submit Results</a> | <a href="#">View Reports</a> |

## 6. Select 'Submit Results'

SEQAS Programme Welcome:  | Company:  | [Logout](#)

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### Clinical Chemistry Programme

Below you can **submit your monthly lab results** and **view end of month reports** for the Clinical Chemistry EQA programme.

| PRODUCT CODE      | PROGRAMME                                  | SAMPLE PACK SIZE               | CYCLE DETAILS                              |
|-------------------|--------------------------------------------|--------------------------------|--------------------------------------------|
| SEQAS001          | SEQAS MONTHLY CLINICAL CHEMISTRY PROGRAMME | 12 x 5 ml                      | 1 CYCLE = 12 MONTHS.<br>1 SAMPLE PER MONTH |
| CYCLE / SAMPLE NO | SUBMISSION DEADLINE                        | SUBMIT YOUR RESULTS            | VIEW YOUR REPORTS                          |
| 101 / 1           | 30/01/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 2           | 28/02/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 3           | 30/02/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 4           | 30/04/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 5           | 30/05/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 6           | 30/06/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 7           | 30/07/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 8           | 30/08/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 9           | 30/09/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 10          | 30/10/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 11          | 30/11/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 12          | 30/12/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |

## 7. You can now enter all results and click 'Submit'.

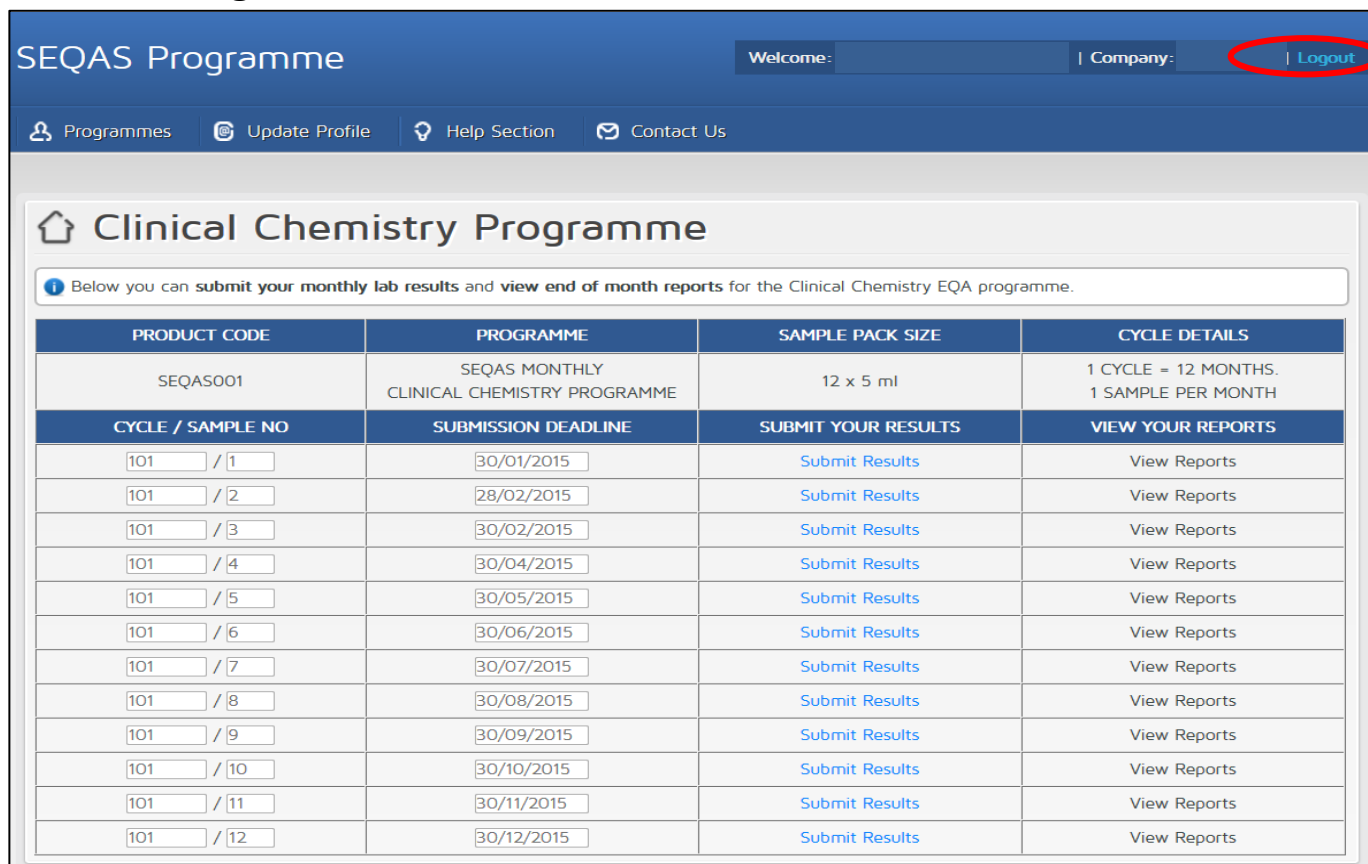
### Clinical Chemistry Programme

Please **ENTER** your lab results and **SELECT** the method, instrument and reagent supplier used.

|                      |                                                 |
|----------------------|-------------------------------------------------|
| Cycle No:            | <input type="text" value="101"/>                |
| Sample No:           | <input type="text" value="1"/>                  |
| Programme:           | <input type="text" value="Clinical Chemistry"/> |
| Submission Deadline: | <input type="text" value="25/06/2012"/>         |

| PARAMETER                             | RESULT               | UNIT   |
|---------------------------------------|----------------------|--------|
| ACID PHOSPHATASE TOTAL                | <input type="text"/> | U/L    |
| ACID PHOSPHATASE PROSTATIC            | <input type="text"/> | U/L    |
| ALBUMIN                               | <input type="text"/> | g/l    |
| ALKALINE PHOSPHATASE                  | <input type="text"/> | U/L    |
| ALT. (GPT)                            | <input type="text"/> | U/L    |
| PSA                                   | <input type="text"/> | ng/mL  |
| SODIUM                                | <input type="text"/> | mmol/l |
| TIBC                                  | <input type="text"/> | umol/l |
| TOTAL PROTEIN                         | <input type="text"/> | g/l    |
| TOTAL T3                              | <input type="text"/> | nmol/l |
| TOTAL T4                              | <input type="text"/> | nmol/l |
| TRIGLYCERIDES                         | <input type="text"/> | mmol/l |
| TSH                                   | <input type="text"/> | mIU/l  |
| UREA                                  | <input type="text"/> | umol/l |
| URIC ACID                             | <input type="text"/> | mmol/l |
| ZINC                                  | <input type="text"/> | umol/l |
| <input type="button" value="Submit"/> |                      |        |

8. When you have submitted all results necessary to SEQAS, simply select 'Logout'



SEQAS Programme

Welcome: | Company: | **Logout**

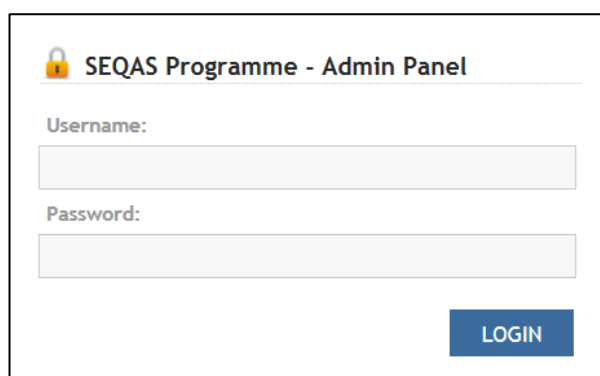
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### Clinical Chemistry Programme

Below you can submit your monthly lab results and view end of month reports for the Clinical Chemistry EQA programme.

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|-------------------|--------------------------------------------|--------------------------------|--------------------------------------------|
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| CYCLE / SAMPLE NO | SUBMISSION DEADLINE                        | SUBMIT YOUR RESULTS            | VIEW YOUR REPORTS                          |
| 101 / 1           | 30/01/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 2           | 28/02/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 3           | 30/02/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 4           | 30/04/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 5           | 30/05/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 6           | 30/06/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 7           | 30/07/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 8           | 30/08/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 9           | 30/09/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 10          | 30/10/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 11          | 30/11/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| 101 / 12          | 30/12/2015                                 | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |

9. You will find you have been brought back to the original login page



 SEQAS Programme - Admin Panel

Username:

Password:

[LOGIN](#)

10. When ready to View Reports, simply repeat steps 1, 2, 3, & 5.
11. Select 'View Reports'

SEQAS Programme Welcome: C✦sar D✦vila [Labomedika] | Company: Labomedika | [Logout](#)

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### 🏠 Clinical Chemistry Programme

Below you can **submit your monthly lab results** and **view end of month reports** for the Clinical Chemistry EQA programme.

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| CYCLE / SAMPLE NO                                                  | SUBMISSION DEADLINE                        | SUBMIT YOUR RESULTS            | VIEW YOUR REPORTS                          |
| <input type="text" value="101"/> / <input type="text" value="1"/>  | <input type="text" value="30/01/2015"/>    | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| <input type="text" value="101"/> / <input type="text" value="2"/>  | <input type="text" value="28/02/2015"/>    | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| <input type="text" value="101"/> / <input type="text" value="3"/>  | <input type="text" value="30/02/2015"/>    | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| <input type="text" value="101"/> / <input type="text" value="4"/>  | <input type="text" value="30/04/2015"/>    | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| <input type="text" value="101"/> / <input type="text" value="5"/>  | <input type="text" value="30/05/2015"/>    | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| <input type="text" value="101"/> / <input type="text" value="6"/>  | <input type="text" value="30/06/2015"/>    | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| <input type="text" value="101"/> / <input type="text" value="7"/>  | <input type="text" value="30/07/2015"/>    | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| <input type="text" value="101"/> / <input type="text" value="8"/>  | <input type="text" value="30/08/2015"/>    | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| <input type="text" value="101"/> / <input type="text" value="9"/>  | <input type="text" value="30/09/2015"/>    | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| <input type="text" value="101"/> / <input type="text" value="10"/> | <input type="text" value="30/10/2015"/>    | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| <input type="text" value="101"/> / <input type="text" value="11"/> | <input type="text" value="30/11/2015"/>    | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |
| <input type="text" value="101"/> / <input type="text" value="12"/> | <input type="text" value="30/12/2015"/>    | <a href="#">Submit Results</a> | <a href="#">View Reports</a>               |



## SEQAS

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