IDEXX VetLab Station
Quick Reference Guide

For more information about using your IDEXX VetLab* Station (such as adding tests to a run, reassigning results and entering SNAP* test results), visit idexx.com/product-info and/or learn.idexx.com.

Navigating the Home screen

Instrument status icons
Know which instruments are running and/or available with colour-coded icons.

- **Green (Ready)**—Connected and communicating
- **Yellow (Busy/Standby)**—In use or in standby mode
- **Grey (Offline)**—Connection has been lost
- **Red (Alert)**—A problem has occurred – tap the icon for more information

Message centre
Tap ✉ to view notifications from IDEXX.

IDEXX SmartService indicator
The dot colour indicates your IDEXX SmartService* Solutions connection status:
- **Green**—Connected
- **Yellow**—In the process of connecting
- **Gray**—Disabled
- **Red**—Offline

Gear icon ⚙
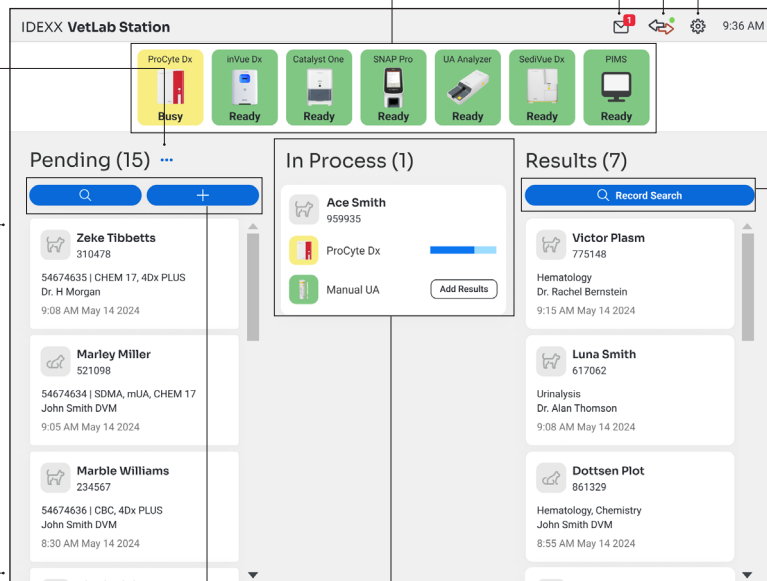Tap ⚙ to open a menu where you can access instrument-specific screens, customise your settings, get help, view messages or power down your system.

Ellipsis (...)
Click "**...**" for options to display the Census list or to remove requests from the Pending list.

Pending list
See which patients have open requisitions in your integrated practice information management system (PIMS).

Records Search
Search for patient records.

Results
See a list of in-house patient results generated within the last 7 days. Tap to select a patient and view or print their results.

Search and Add buttons
Tap **Search** to search for a patient in the Pending list. Tap **Add** to manually enter patient information.

In Process area
See which tests are currently being run, waiting to be run or require action.

Initiating a sample run *with* an integrated PIMS

1. Tap the desired patient from the **Pending** or **Census** list on the Home screen, or tap [🔍] to search for a patient in the **Pending** list.

2. Select the desired instrument(s), and tap **Run**.

Initiating a sample run directly on the IDEXX VetLab Station

Tap [+] on the Home screen, and then:

If it's a new patient:

1. Tap **Add New Patient**, enter the patient/client information and tap **Next**.

2. Confirm/specify the patient/practice information, select the desired instrument(s) and tap **Run**.

If it's an existing patient:

1. Tap either the **Patient**, **Surname** or **Client ID** box, and then begin typing the applicable information. Tap to select the desired patient from the list and tap **Next**.

2. Confirm/specify the patient/practice information, select the desired instrument(s) and tap **Run**.

If it's an emergency patient:

1. Tap **Stat**.

2. Select the **Species** and **Life Stage**. The system automatically enters a unique time stamp to identify the patient (which can be used later when reassigning test results).

3. Tap **Next**.

4. Select the desired instrument(s) and tap **Run**.

Entering/editing manual SNAP test results

To enter manual SNAP test results:

1. Tap the **SNAP** icon in the In Process area, or tap **Enter results** in the SNAP Timer Complete dialogue box.

2. Tap the image that matches your SNAP test's result window.

3. (Optional) Tap the **Comment** tab, and then enter your user ID and a comment for this test result.

4. Tap **Save**.

To edit SNAP test results:

1. From the results screen, tap **Manage Results**.

2. Tap **Edit Manual Results,** and then select the SNAP test result to edit.

3. Make your changes and tap **Save**.

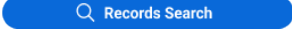## Entering manual physical and chemical urinalysis properties

To add chemical and physical urine properties during a run:

1. Initiate a urinalysis run.

2. When prompted to select the desired instrument icon(s), tap the **Manual UA** icon, and then select the collection method, colour and clarity of the sample.

3. Enter the specific gravity of the sample.

4. Tap the colour that matches the sample pH.

5. If all of the chemistries are normal, tap **Set All to Negative/Normal**; otherwise, specify the appropriate results. (If you change only some results, tap **Next** when done.)

6. Enter any comments and tap **Done**.

To edit manual UA properties:

1. From the results screen, tap **Manage Results**.

2. Tap **Edit Manual Results,** and then select the Manual UA result to edit.

3. Make your changes and tap **Save**.

Viewing and printing results

1. Do one of the following:
   + Tap the patient in the Results list on the Home screen.
   + Tap the new results alert message.
   + Under Results on the Home screen, tap [🔍 Records Search], search for and select the desired patient, and then tap **View**.

2. Tap the tab that contains the desired results.

3. Tap 🖨 to print a comprehensive report of all of the test results from the selected tab.

Weekly maintenance

IDEXX recommends that you restart the system weekly.

1. Tap ⚙, and then tap **Power Down**.

2. Tap either **Power Down** or **Restart**.

Customising the settings

You can customise the IDEXX VetLab Station to meet the needs of your practice. Tap ⚙, and then tap **Settings**.

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