How to Access Neonatal Screening (INMSP) Test Results on the State Hygienic Laboratory Web Site

1. Open the State Hygienic Laboratory (SHL) home page:

    http://www.shl.uiowa.edu

2. Click on the **Test Results** button on the left hand side.

3. Click on the **Neonatal Screening** button at the top of the TEST RESULTS page.

4. Login by entering your username and password. Note that this input is case-sensitive. Click on **SIGN IN**.

5. You will come to the main page of INMSP. Choose one of the following options featured on the left hand toolbar. The options are stacked and enclosed in green rectangles. The options include the following:

    - Patient Lookup
    - Download Reports
    - Samples Received
    - Quality Control
    - Turnaround Statistics
    - Facility Summary

    Note: If you cannot see all of these options, you will need to change your screen resolution to the highest resolution available. Click here for information on how to do this for the Windows operating systems.

Patient Lookup

		Pati
Patient		Patient	Birth	Facility	G
Gender					
Birth From					
Birth To					
Id #					
Chart Number					
Lab Number					

Run   Reset

Download Reports
Samples Received
Quality Control
Turnaround Statistics
Facility Summary

DATA REPORTING OPTIONS

Patient Lookup

Patient Lookup provides final results in a PDF printable format. The search will return patients meeting the search criteria. When a patient's name is selected from the list a report will open that is the same as SHL's paper reports.

Patient Lookup

Patient

Gender

Birth From

Birth To

Id #

Chart Number

Lab Number

Run   Reset

1. You must complete at least one field of search criteria before clicking on the **Run** button. Your options include Patient Name, Gender, Date of Birth (range), Patient ID Number, Chart Number, and SHL Lab Number.
   For Date of Birth, you may enter dates manually, or click on the calendar icon to select a date to be automatically entered into the field.

   For further information about each field, see **Search Criteria Field Descriptions** on page 6.

   The **Patient Lookup** screen has two purposes:

- To search for the results of one or more patients

For example, if you are searching for all patients with a last name of "Smith," enter "smith" into the Patient field. If you would like to narrow the search by date of birth, (i.e., the birth date in the past month of those patients with a last name of "Smith"), enter "smith" in the Patient field, "2012-06-01" in the Birth From field, and "2012-07-01" in the Birth To field.

The more information you provide, the more precise the search becomes.

2. After specifying your search criteria, click on the **Run** button.

3. You will be brought to a second screen, in which you may select the individual patients for which you wish to obtain a report.

Patient	Birth	Facility	Gender	Lab No.	Collection
	2007-02-01	IA-157		2007012720	2007-02-02
	2007-02-01	IA-157		2007012729	007-02-02
	2007-02-01	IA-157		2007012002	007-02-01
	2007-02-01	IA-157		2007013645	007-02-05
	2007-02-05	IA-157		2007013648	007-02-06
	2007-02-03	IA-157		2007012740	007-02-04
	2007-02-02	IA-157		2007012739	007-02-03
	2007-02-03	IA-157		2007012741	007-02-04
	2007-02-03	IA-157		2007012738	007-02-04
	2007-02-02	IA-157		2007012743	007-02-04
	2007-02-02	IA-157		2007012748	007-02-04

To view results:
- Click on each individual patient's name to view the report for that patient.

For further information about each field, see **Search Criteria Field Descriptions** on page 6.

Download Reports

Download Reports provides all of the final reports for the specified release date range.

1. You must complete both the beginning and ending released dates before clicking on **Run**.

2. Click on the **Run** button.

When the report is run, a new window will open with a pdf file of all pertinent reports.

For further information about each field, see **Search Criteria Field Descriptions** on page 6.

Samples Received

Samples Received provides a report of all samples received by the lab from the submitting facility and the status of each sample throughout the workflow process at the lab.

1. You must complete both the beginning and ending collected dates before clicking on **Run**.

When the report is ran, date received, date collected, status, chart number, and patient name will all be listed. Statuses include Incomplete and Complete. Incomplete status means the sample has been received and is being tested/processed. Complete status means the sample has been released and the report can be viewed using **Patient Lookup** or **Download Reports**.
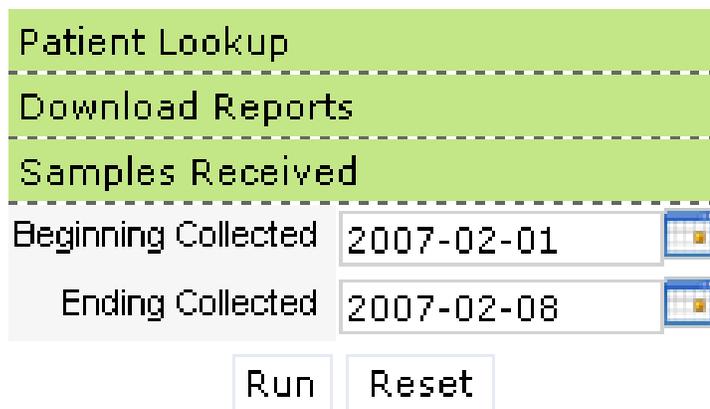
Patient Lookup
Download Reports
Samples Received
Beginning Collected 2007-02-01
Ending Collected 2007-02-08

Run   Reset

2. Click on the **Run** button.

For further information about each field, see **Search Criteria Field Descriptions** on page 6.

Quality Control

Quality Control provides a report of all samples that were not tested during the specified date range, as well as, the reasons for the inability to test these samples.

1. You must complete both the beginning and ending collected dates before clicking **Run**.

When the report is ran, patient name, chart number, sample rejected status, and other quality control issues will be listed.
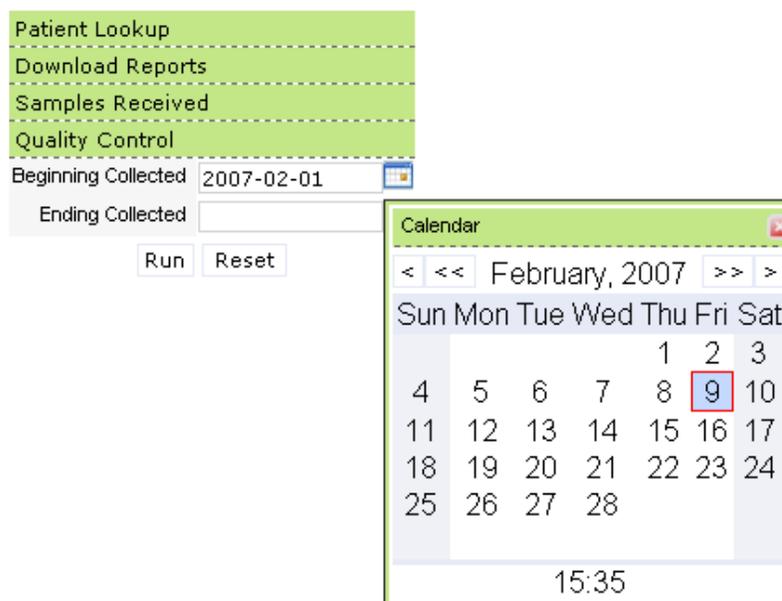
Patient Lookup
Download Reports
Samples Received
Quality Control
Beginning Collected 2007-02-01
Ending Collected

Run   Reset

2. Click on the **Run** button.

For further information about each field, see **Search Criteria Field Descriptions** on page 6.

Calendar

< << February, 2007 >> >

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

15:35

Turnaround Statistics

Turnaround Statistics provides a report showing the span of time from the patient's birth to the time the test results are reported. It will also break down the turnaround time into each component: time of birth to sample collection time, sample collection time to sample received time, sample received time to results reported time, and overall turnaround time from birth to results reported.

1. You must complete the date range for both the beginning and ending sample collected dates, as well as, select the sort order before clicking on **Run**.

When the report is ran, times for all appropriate markers will be listed in columns and sorted by the parameter selected for Sort Order. The options available for Sort Order are Date Received, Birth to Collection, Collection to Received, Received to Reported, and Birth to Reported.

2. Click on the **Run** button.

For further information about each field, see **Search Criteria Field Descriptions** on page 6.

Facility Summary

Facility Summary provides a report of all newborn screening specimens processed for the specific facility over the specified time period.

1. You must complete both the beginning and ending collected dates before clicking **Run**.

When the report is ran, a PDF file will open in a new window.

2. Click on the **Run** button.

For further information about each field, see **Search Criteria Field Descriptions** on page 6.

SEARCH CRITERIA FIELD DESCRIPTIONS

Patient

When entering the patient name in the "Patient Lookup" search, the required format is "last name, first name. If you do not know the entire name, or correct spelling of the name, use the wildcard character (*) to complete a combination of letters in this field. For example, entering "p*" will return any last name beginning with "p". The wildcard may be used anywhere within the text entered into the field.

Sort Function on Patient Lookup

A list of patients returned from a Patient Lookup query may be sorted according to patient name, birthdate, gender, lab number, or date of collection. By clicking on the title of any column (except Facility), a sort box will pop up allowing you to sort your search results by the information in that particular column.

Date Collected

Date Collected fields include date and time with time being optional. The date must be entered in the format of a four-digit year, two-digit numeric month, and two-digit day as "YYYY-MM-DD", e.g., "2007-02-20". By clicking on the calendar icons to the right of each field, you open up a calendar, which assists in locating the correct date and automatically enters that date in the correct format.
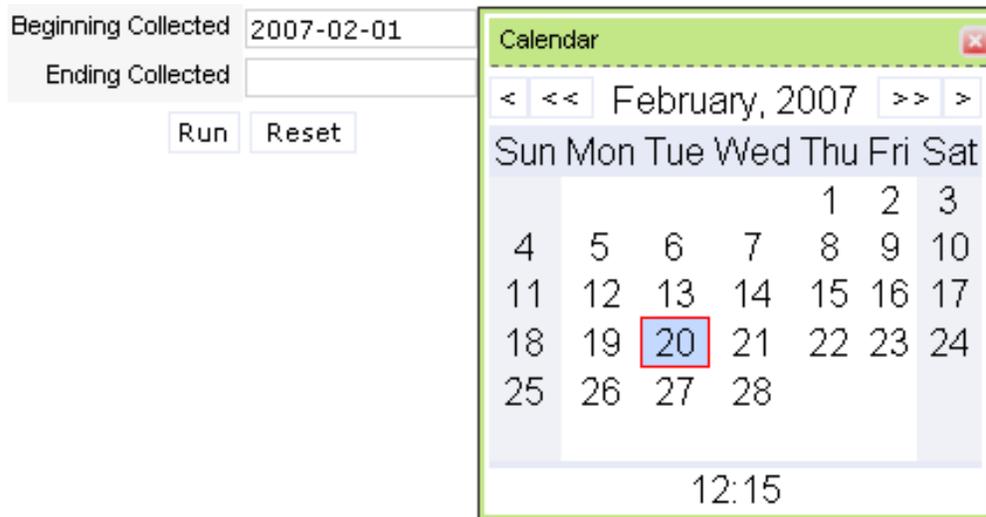
- You must enter dates in both the Beginning Collected and Ending Collected fields. The database will search from 00:00 (Midnight) of the first date to 23:59 (11:59 PM) of the second date.

Date Released

Date Released fields include date and time with time being optional. Enter the date the sample was released (test completed) by the SHL. The date must be entered in the format of a four-digit year, two-digit numeric month, and two-digit day as "YYYY-MM-DD", e.g., "2012-07-03". By clicking on the calendar icons to the right of each field, you open up a calendar, which assists in locating the correct date and automatically enters that date in the correct format.

Date of Birth

Enter the date of birth in the format of a four-digit year, two-digit numeric month, and a two-digit day as "YYYY-MM-DD", e.g., "2012-07-01". By clicking on the calendar icons to the right of each field, you open up a calendar, which assists in locating the correct date and automatically enters that date in the correct format.

Patient ID Number

Enter the unique ID that you assigned to the patient, such as chart number or hospital number. Up to 20 alphanumeric characters may be entered.

Chart Number

Enter the unique ID that you assigned to the patient, such as chart number or hospital number. Up to 20 alphanumeric characters may be entered.

SHL Lab Number

Enter the 10-digit lab number assigned to your sample by the SHL.

Please direct all inquiries regarding Neonatal Screening web access to:

State Hygienic Laboratory at the University of Iowa
Web Access
2490 Crosspark Road
Coralville, IA 52241

E-mail: ask-shl@uiowa.edu
Phone: 319-335-4358
Fax: 319-335-4555
http://www.shl.uiowa.edu

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