

Atellica DCA Training Guide

TNG-POC-009

Issued: 03 August 2026 Approved by: R. Nallas

This is a guide that can be used to assist the Trainer when training staff for the Atellica DCA.

Pre- Analytical	
Health and Safety	Reinforce the need to use PPE and follow the OH&S procedures relating to blood handling
Identify the components of the Atellica DCA	Identify the components of the Atellica DCA the module, cartridge loading area and scanner. Power button on module and handheld. Explain the components of the HbA1c reagent cartridge and the capillary holder.
Sample Requirements	Explain that finger prick collection is required for testing. After lancing the finger, the first drop of blood must be wiped off and the second drop of blood is used to fill the capillary holder.
Cartridge Storage	Explain that the reagent cartridges are stored at 2-8C and are stable at this temperature until the expiry on the package. Once the reagents cartridges are taken out of the fridge, they are stable for up to 8 weeks. Cannot return to fridge once at room temperature. Reagent cartridges need to be at room temperature before testing and require 15 mins out of fridge to equilibrate to room temperature. One hour stability once foil pouch is opened. Write room temp expiry date (DDMMYYYY) and initial each cartridge stored at room temperature.
Analytical	
Patient Identification & Patient Reconciliation Form	Patient must be positively identified when sample is collected. Emphasise the correct Patient details have to be entered into Atellica DCA and the potential consequences if wrong Patient ID is entered i.e. the results going into the wrong patient records. Show the POCT Patient Reconciliation Form and reinforce that this needs to be filled in and sent every time a Patient ID error is made. Make sure the trainee knows where to locate these forms.
Cartridge Loading	Explain the process of loading the capillary holder with blood and inserting the capillary holder into the reagent cartridge.
Running a patient sample	Demonstrate the process of running a patient sample on the Atellica DCA as per LWI-POC-034 - Use Training UR:123456, except for Bendigo site where UR555558 must be used.
Operator ID and Operator Responsibility	Explain that all testing done on the Atellica DCA is traceable, each operator is accountable for everything done under their Login. The Operator ID is also used to assess competency for each Operator. Tell the trainee to think of their ID like a Signature and DO NOT SHARE
Post Analytical	
Notification of results	Make sure the operator is aware that it is their responsibility to notify clinician of test results.
Unexpected results	Explain that if results are unexpected and do not 'fit' with the clinical picture that a new blood collection and repeat testing is advised. - Results displayed as ↓---- are less than 4.0% NGSP (20mmol/mol IFCC) - Results displayed as ↑--- are greater than 14.0% NGSP (130mmol/mol IFCC)

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Error Codes & Troubleshooting	Explain that errors will occur sometimes, the error may indicate the issue e.g. Underfilled cartridge. Advise the trainee to repeat the test, but, if the same error reoccurs to ask Superuser or Supervising Lab for advice. Make sure trainee can locate contact details for Supervising Lab and is aware of who are Superusers on-site.
Maintenance	
Cleaning – Module and Display	Explain that the Atellica DCA module and display can be cleaned with a damp wipe (Clinell) as outlined in SOP-POC-009
Superuser – Only Austin Pathology Staff can train Superusers	
QC Requirements	Explain that abnormal and normal level QC is required monthly and with a new lot of reagent or new delivery. Go through the procedure of making up the QC material, scanning the QC card, running the QC and making sure the QC is within acceptable limits.
QAP	Explain the QAP procedure of running the samples as a patient and make sure the trainee can locate the QAP schedule. Detail the instructions for preparing and handling the QAP samples and the importance of following the instructions.
Optical Test	Demonstrate the procedure of doing the Optical Test.
Replace Air Filter	Demonstrate how to replace the Air Filter.
Clean the Cartridge Holder	Show the procedure of cleaning the cartridge holder.
Consumables and Documentation	Make sure the superuser is aware of how to order consumables required. Explain the requirements of filling in the Reagent Logs and sending to the Supervising Lab at the end of the year.

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