# Addendum

Cleaning rack trays

# Revisions

This chapter contains a revision/addition to the **Maintenance – As needed** section, which was necessary due to missing information.

## Table of contents

Overview . . . . . 4
Cleaning the rack tray . . . . . 5

# Overview

Roche recommends that you familiarize yourself with the new and/or revised content provided in this chapter.

If you print these pages, Roche recommends printing them single-sided. In this way, you can easily insert the new and/or revised content in its appropriate locations in the existing document.

This document describes the procedure for cleaning sample rack trays as shown in the examples below. Even if your rack tray looks different to the examples illustrated, to avoid personal injury carefully follow this procedure when cleaning sample rack trays.


**A** Rack tray - shape 1
**B** Rack tray - shape 2
**C** Rack tray - shape 3
**D** Rack tray - shape 4

Examples of different rack tray types

If the sample rack tray is dirty, it is necessary to clean it using the procedure described below.

### In this section

Cleaning the rack tray (5)

# Cleaning the rack tray

Spills on the rack tray surface can be biohazardous. Clean up all spills. The cleaning procedure described below is the same for all types of rack trays.

**⚠ WARNING**

**Personal injury due to the edges on the rack tray's center guide rail.**

The edges on the rack tray's center guide rail may cause personal injury.

- Avoid contact with all edges, even when wearing lab gloves.
- Wear protective equipment such as lab gloves.
- Carefully observe all instructions given in this addendum.

**⚠ CAUTION**

**Infectious samples**

Contact with samples containing material of human origin may result in infection. All materials and mechanical components associated with samples containing material of human origin are potentially infectious.

- Follow Good Laboratory Practices, especially when working with biohazardous material.
- Keep all covers closed while the system is operating.
- Before you work with an opened cover, always switch off the instrument or select a mode appropriate for the particular maintenance action.
- Wear appropriate personal protective equipment.
- If any biohazardous material is spilled, wipe it up immediately and apply a disinfectant.
- If sample or waste comes into contact with your skin, wash the affected area immediately with soap and water and apply a disinfectant.
  Consult a physician.

**⚠ CAUTION**

**Skin inflammation or injury**

Direct contact with reagents, wash solutions, or otherworking solutions may cause skin irritation, inflammation, or burns.

- When you handle reagents, exercise the precautions required for handling laboratory reagents.
- Wear appropriate personal protective equipment.
- Observe the instructions given in the Instructions for Use.
- Observe the information given in Material Safety Data Sheets (available for Roche Diagnostics reagents and wash solutions).
- If reagents, wash solutions, or other working solutions come into contact with your skin, wash the affected area immediately with soap and water and apply a disinfectant.
  Consult a physician.

**⚠ CAUTION**

**Fire and burns**

Alcohol is a flammable substance.

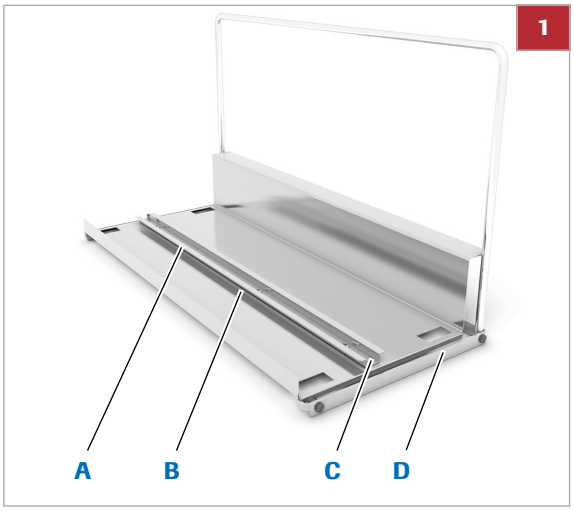
- Keep all sources of ignition (such as sparks, flames, or heat) away from the system when you perform maintenance or checks that involve alcohol.
- When you use alcohol on or around the system, use no more than 20 mL at a time.

- ☐ Lint-free cloth
- ☐ Cotton swab
- ☐ Alcohol
- ☐ Personal protective equipment such as lab gloves, lab coat, and eye protection

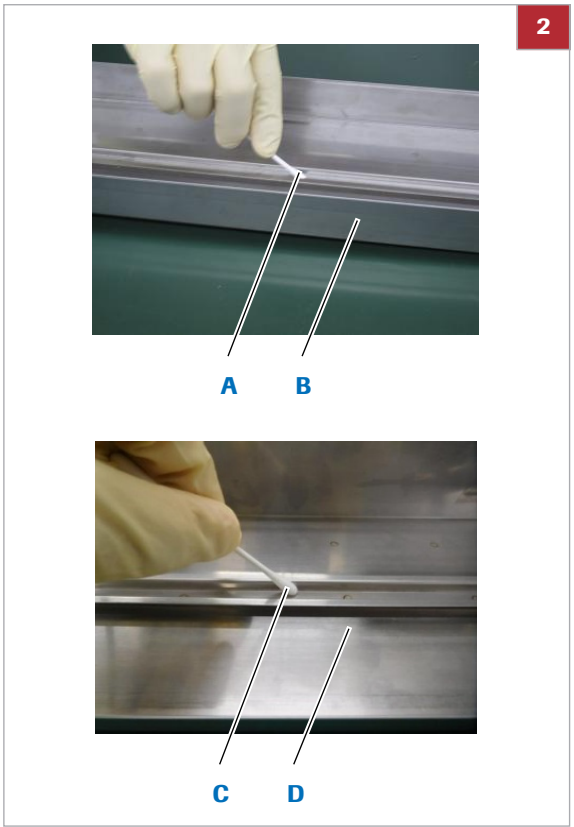
- ☐ The instrument or module is in **Standby** mode or when the green status LED is ON.

## To clean the rack trays

1 Use personal protective equipment when cleaning the rack trays.




**A** Rail edge
**B** Rail groove
**C** Rail center
**D** Rack tray

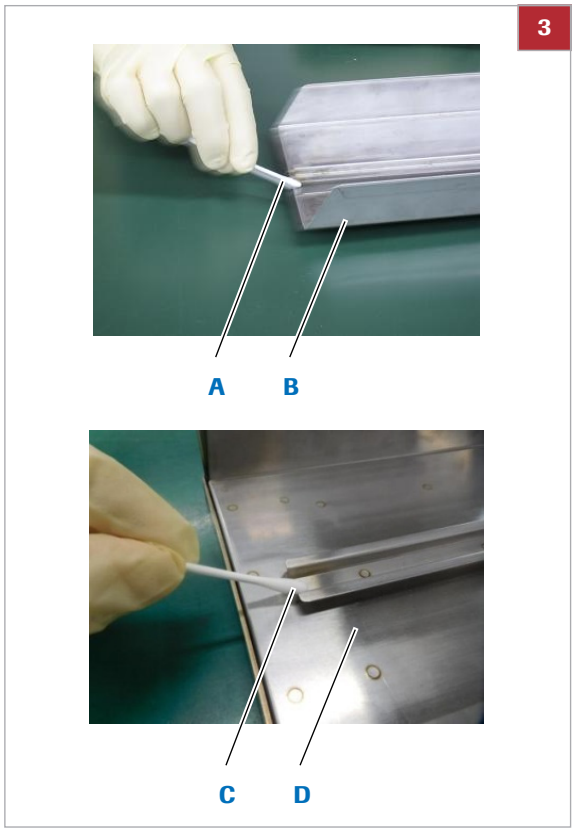



**A** Cotton swab (rack tray shape 1 and 2)
**B** Rack tray (rack tray shape 1 and 2)
**C** Cotton swab (rack tray shape 3 and 4)
**D** Rack tray (rack tray shape 3 and 4)

2 Wipe the rail center in both directions with a cotton swab moistened with alcohol.

- If there is sticking and crystallized dirt on the rack tray, scrape it with a cotton swab.

ⓘ Take care not to sustain injuries by coming into contact with the edges.




**A** Cotton swab (rack tray shape 1 and 2)

**B** Rack tray (rack tray shape 1 and 2)

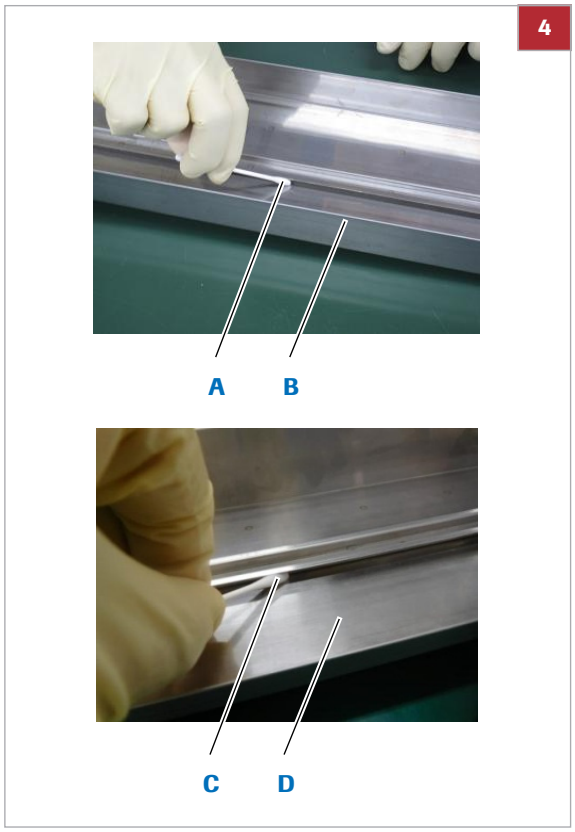
**C** Cotton swab (rack tray shape 3 and 4)

**D** Rack tray (rack tray shape 3 and 4)

**3** Wipe the rail edge in both directions with a cotton swab moistened with alcohol.

- If there is sticking and crystallized dirt on the rack tray, scrape it with a cotton swab.

ⓘ Take care not to sustain injuries by coming into contact with the edges.




**A** Cotton swab (rack tray shape 1 and 2)

**B** Rack tray (rack tray shape 1 and 2)

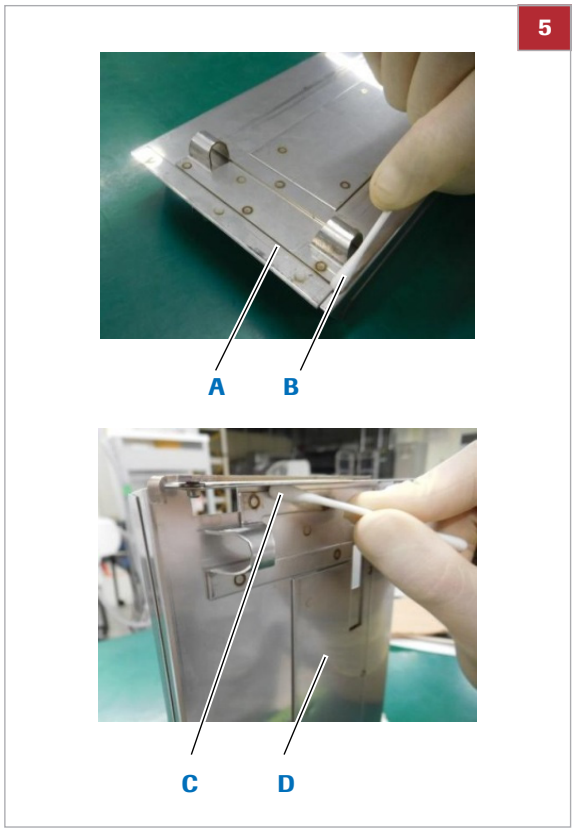
**C** Cotton swab (rack tray shape 3 and 4)

**D** Rack tray (rack tray shape 3 and 4)

**4** Wipe the rail groove in both directions with a cotton swab moistened with alcohol.

- If there is sticking and crystallized dirt on the rack tray, scrape it with a cotton swab.

ⓘ Take care not to sustain injuries by coming into contact with the edges.




**A** Rack tray (rack tray shape 1 and 2)

**B** Cotton swab (rack tray shape 1 and 2)

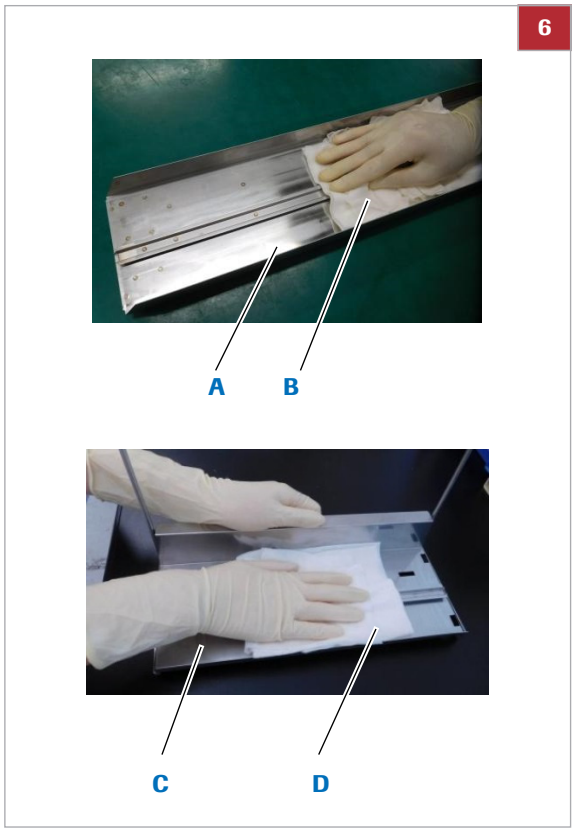
**C** Cotton swab (rack tray shape 3 and 4)

**D** Rack tray (rack tray shape 3 and 4)

**5** Wipe the edges on the bottom of the rack tray in both directions with a cotton swab moistened with alcohol.

- If there is sticking and crystallized dirt on the rack tray, scrape it with a cotton swab.

ⓘ Take care not to sustain injuries by coming into contact with the edges.




**A** Rack tray (rack tray shape 1 and 2)

**B** Lint-free cloth (rack tray shape 1 and 2)

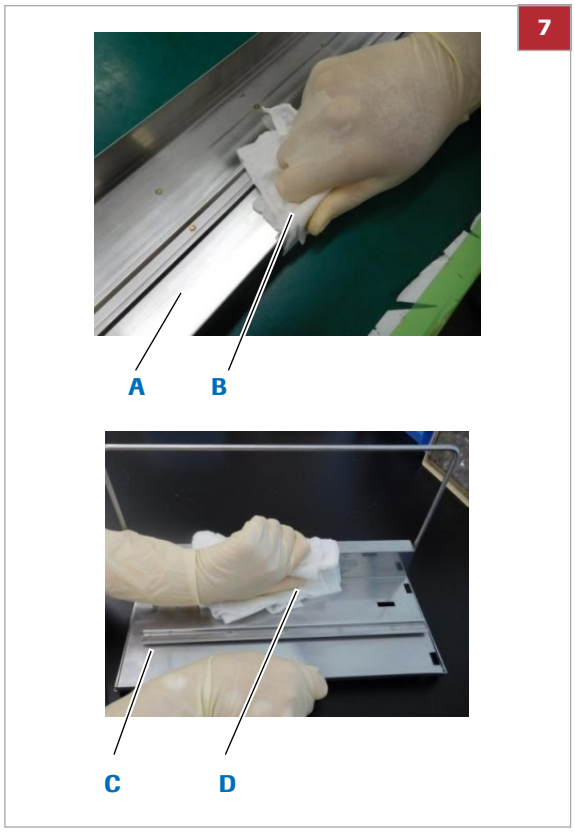
**C** Rack tray (rack tray shape 3 and 4)

**D** Lint-free cloth (rack tray shape 3 and 4)

**6** Wipe the surface of the rack tray, starting from the center in both directions with an at least 10 mm thick pile of lint-free cloth moistened with alcohol.

- For rack tray shapes 1 and 2, hold the pile of lint-free cloth with your fingers and wipe the surface of the rack tray.
- For rack tray shapes 3 and 4, hold the rack tray with one hand, the pile of lint-free cloth with your fingers, and wipe the surface of the rack tray.

ⓘ Take care not to sustain injuries by coming into contact with the edges.




**A** Rack tray (rack tray shape 1 and 2)

**B** Lint-free cloth (rack tray shape 1 and 2)

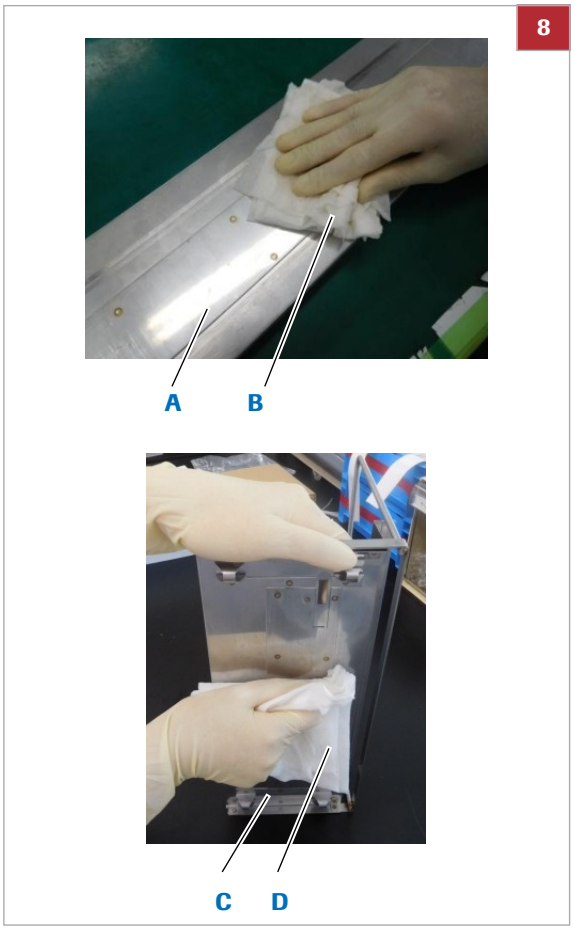
**C** Rack tray (rack tray shape 3 and 4)

**D** Lint-free cloth (rack tray shape 3 and 4)

**7** Wipe the rear surface of the rack tray, starting from the center in both directions with an at least 10 mm thick pile of lint-free cloth moistened with alcohol.

- For rack tray shapes 1 and 2, hold the pile of lint-free cloth with your fingers and wipe the surface of the rack tray.
- For rack tray shapes 3 and 4, hold the rack tray with one hand, the pile of lint-free cloth with your fingers, and wipe the surface of the rack tray.

ⓘ Take care not to sustain injuries by coming into contact with the edges.




**A** Rack tray (rack tray shape 1 and 2)

**B** Lint-free cloth (rack tray shape 1 and 2)

**C** Rack tray (rack tray shape 3 and 4)

**D** Lint-free cloth (rack tray shape 3 and 4)

**8** Wipe the bottom surface of the rack tray, starting from the center in both directions with an at least 10 mm thick pile of lint-free cloth moistened with alcohol.

- For rack tray shapes 1 and 2, hold the pile of lint-free cloth with your fingers and wipe the surface of the rack tray.
- For rack tray shapes 3 and 4, hold the rack tray with one hand, the pile of lint-free cloth with your fingers, and wipe the surface of the rack tray.

ⓘ Take care not to sustain injuries by coming into contact with the edges.

**9** Visually check the rack trays.

- Make sure that there is no textile remaining on the rack tray.
- Make sure that there are no wet areas on the rack tray