

# Revos

Tissue Processor

**Operator Guide**A84110100 Issue 9 February 2022





# Our mission is to improve lives by enhancing cancer diagnostics.

To every one of us at Epredia, this mission is personal. Many of us have loved ones and family who have been affected by cancer.

You are on the front line of this fight, and our pledge is to arm you with the most innovative tools to enable early detection and diagnosis of this disease.

Learn more at epredia.com



# Company Information

© Copyright 2022. Epredia. All rights reserved.

Epredia makes every attempt to ensure that the information contained in this supporting document is correct and clearly stated, but does not accept responsibility for any errors or omissions. The development of Epredia products and services is an ongoing process. Please ensure that any published information you use as a reference is up to date and relates to the condition of the product. If necessary, check with your local Epredia representative.

This document may not, in whole or in part, be copied, photocopied, reproduced, translated, or converted to any electronic or other form without prior written consent of Epredia. All information contained in this manual is proprietary and confidential, and the exclusive property of Epredia and is protected by copyright.

### Contact address



Shandon Diagnostics Limited, a subsidiary of Epredia Tudor Road, Manor Park, Runcorn Cheshire, WA7 1TA, UK

Tel: +44 (0) 1928 534000 Fax: +44 (0) 1928 534001 Web: www. epredia.com

### **USA** Distributor

Richard-Allan Scientific LLC, a subsidiary of Epredia 4481 Campus Drive Kalamazoo, MI 49008, USA

Tel: 1-800-522-7270 Fax: +1 269-372-2674 Web: www. epredia.com





These instruments conform to the general safety and performance of:

 In Vitro Diagnostics Regulation (IVDR) EU 2017/746

### Symbols

The following symbols and conventions may be used throughout this document and on the instrument:



This symbol is used on the equipment, or in a document, to indicate that instructions must be followed for safe and correct operation.

This symbol is also used on the instrument, or in a document, to indicate that irritants or potentially harmful chemicals are present. Refer to the Material Safety Data Sheets for the products, and always use Good Laboratory Practice.

If this symbol appears on the instrument always refer to the operator guide.



This symbol indicates that a surface is hot. If this symbol appears on the instrument or in the documentation always refer to the operator guide. Take suitable precautions.



This symbol is utilised on the instrument, or in a document, to indicate that there are potential biological risks associated with the instrument and / or with instrument use. Always use Good Laboratory Practice.



Manufacturer



This symbol is utilised on the instrument, or in a document, to indicate that there are potential flammable risks associated with the instrument and / or with instrument use. Always use Good Laboratory Practice.



This symbol is used on the instrument or in a document to indicate that the instructions must be followed.

A warning is given in the documentation if there is a potential risk of injury, equipment failure or poor tissue sample processing outcome.

### Note

Notes give additional information about a job or instruction, but do not form part of the instruction.

# Contents

Company Information 3	Chapter 3 – Basic Operation 48
Symbols	Routine Processing
Contact address3	Quality Control Checks
USA Distributor3	Monitoring a Program53
Contents 4	Adding Specimens56
Safety Information 6	Stopping a Process
	Aborting a Program57
Introduction	Completing a Program 58
General Safety	Advanced Processing61
Disposal of Sealed Lead Acid Batteries	Quality Control, Filter and Reagent Renewal
Chemical Safety	Limits
EMC Statement8	Renewing Fixative Reagents
Environment8	Renewing Flush Reagents
Warranty Statement8	Chapter 4 - Advanced Operation
How to use this Guide 9	73
Introduction9	Reagent Management
Chapter Summary9	Reagent and Filter Quality Control74
Chapter 1 – Introducing Revos 10	Reagent Rotation 83
	Customisation and Workflow 87
Introduction to Revos10	Programs and Flushes91
Identification of Parts12	Access Code Protection103
System Specifications	Audio and Remote Alarms108
The Revos Interface15	File Operations110
Chapter 2 - Installation and Setup 20	Setting Laboratory Information Management System (LIMS) Messages117
Unpacking and Moving the Instrument20	Epredia Cloud Services117
Instrument Positioning and Setup21	Language118
Fitting the Filters22	Customer Services119
Connections24	Chapter 5 - Cleaning and
Initial Setup26	Maintenance 120
Configuring Reagents31	Cleaning Safety and Tasks120
RFID – Radio Frequency Identification35	Wax and Wax Baths122
Making Additional Changes before Processing	Reagent and Flush Bottles123
47	General Cleaning and Maintenance124

Chapter 6 -	Troublesh	ooting	130
Faults			130
Frequently Ask	ked Questions		136
Appendices	3		143
Appendix A - A	Accessories		144
Appendix B -	Fitting the Opt		
Appendix C –	Repacking Inst	tructions	147
Appendix D - /	Approved Rea	gents	150
Appendix E - F	Program Exam	ples	151
Appendix F – S	Screen Maps		155
Index			161
Revision Document	Control	For	This 165

# Safety Information

### Introduction

Epredia instruments are designed for convenient and reliable service; however, improper use or handling by a user may damage the instrument, or cause a hazard to health. The instrument must not be used in a manner not specified by Epredia. Correct maintenance procedures are essential for consistent performance. It is recommended that users secure a maintenance contract with our service department.

To remain compliant with regulatory requirements, and to ensure that mandatory safety upgrades are performed at the earliest opportunity, it is strongly recommended that all service activities are performed by Epredia-factory trained Engineers. Warranty may be voided if service is performed by non-factory trained Engineers.

Maintenance or repairs that are not performed by Epredia trained Engineers with proven training may affect the safety, performance and compliance of the equipment.

Please consult your local sales or support teams for more information about service contracts.



The following sections contain important information for the safe setup and use of the instrument, and should be read and understood by the user before using the instrument.

# General Safety

This instrument, as supplied, conforms to IEC61010-1 and IEC61010-2-101; however, the addition of chemicals introduces potential hazards. Good Laboratory Practice must be employed and consideration must be given to the potential for hazard when dealing with these chemicals.



Do not use the instrument in close proximity to strong electromagnetic radiation, as these may interfere with the proper operation. The electromagnetic environment should be evaluated prior to operation of the device.



Good Laboratory Practice must be used when handling tissue samples to prevent cross contamination and infection. The user should complete a risk assessment to determine any potential hazards related to tissue handling.



- Do not introduce any source of ignition into, or near, the instrument once it has been loaded with reagents.
- Do not remove any panels or access covers, unless specifically instructed to do so. The instrument does not have any user serviceable parts. Potentially lethal voltages are present inside the instrument.
- The instrument must be properly connected to a good earth, (ground) via the Mains input supply and positioned such that it is possible to interrupt the Mains supply at the source by removing the plug from the socket.
- Use only factory approved accessories or replacement parts within the instrument.
- Only use reagents recommended in the operator guide.
- If this instrument is used in a manner not specified by Epredia, the protection provided by the instrument may be impaired.



# Disposal of Sealed Lead Acid Batteries

The sealed lead acid batteries within this instrument need to be replaced every year.

The battery manufacturers advise their customers to comply with the relevant regulations within their particular country regarding disposal of this type of battery.

The battery used within this instrument is:

 12 V 12 Ah, valve regulated, sealed, lead acid type, rechargeable battery.

This battery is classified as "Class 8 & Group III UN No 2800 Batteries, wet, non-spillable, electric storage, special provision A67", and meets all requirements of the International Air Transport Association (I.A.T.A) Dangerous Goods Regulations.



Batteries cannot be accessed by the customer and must only be replaced by trained service personnel.

### Chemical Safety

The introduction of chemicals creates potential hazards. Epredia has adopted the following position with regard to the subject of volatile chemicals used in laboratories:



- Customers using non-specified chemicals in the instrument, do so at their own risk.
- All chemicals recommended by Epredia have auto-ignition temperatures considerably above any surface temperatures that can be reached during a single fault failure on the instrument.
- The instrument contains no source of ignition in any areas of the instrument where chemicals are stored, or likely to leak into, in a single fault condition.
- The operator is fully aware of the contents of the specification documents detailing the properties of the chemicals they are using.
- The operator has carried out any legally required assessment of chemicals used and is using Good Laboratory Practice.



- Some chemicals which may be used during operation are flammable do not use sources of ignition in the vicinity of the instrument when it is loaded with reagents.
- Harmful chemical vapours such as Xylene or Toluene (others) may be emitted during the normal operation of some instruments and the operator should be aware of suitable precautions and safety measures. The short-term exposure limits for Xylene and Toluene will be no greater 100 ppm



### **EMC Statement**

This IVD equipment complies with the emissions and immunity requirements of IEC 61326-2-6.

This equipment has been designed and tested to CISPR 11 Class A.

This equipment is intended for use in a laboratory environment, by a trained and qualified professional. In a domestic environment it may cause radio interference, in which case it may be necessary to take measures to mitigate the interference.

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

The user manual or instruction manual for an intentional or unintentional radiator shall caution the user that changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

This device complies with Industry Canada's licenceexempt RSSs. Operation is subject to the following two conditions: (1) This device may not cause interference; and (2) this device must accept any interference, including interference that may cause undesired operation of the device.

### Environment

This instrument is required to comply with the European Union's Waste Electrical and Electronic Equipment (WEEE) Directive 2012/19/EU. It is marked with the following symbol:



Epredia has contracts with one or more recycling / disposal companies in each EU Member State, and this product and packaging should be disposed of or recycled through them. For further information, contact your Epredia service representative.

### Warranty Statement

Epredia is proud of their quality, reliability and of our after-sales service. We continuously strive to improve our service to our customers.

Please ask your distributor or Epredia representative about service contracts which can help maintain your instrument in an optimal operating condition.

Warranty provisions necessarily vary to comply with differences in national and regional legislation. Specific details can be found in the delivery documentation or from your dealer or representative.

Please note that your warranty may be invalidated if:

- This instrument is modified in any way, or not used as intended by Epredia.
- Accessories and reagents which have not been approved by Epredia are used.
- The instrument is not operated or maintained in accordance with instructions.
- The installation of the instrument was <u>not</u> conducted by a certified Epredia representative.



Any serious incident that has occurred in relation to the device shall be reported to the manufacturer and the competent authority of the Member State in which the user and/or the patient is established.

# How to use this Guide

### Introduction

The Epredia Revos, (referred to as Revos) is intended for use in pathology laboratories by operators familiar with tissue processing techniques and laboratory equipment.

Before operating the Revos, ensure that you have read and understood the Safety Information and the relevant sections in this Operator Guide.

### Chapter Summary

This Operator Guide is structured to let you start processing quickly and safely with Revos.

### Chapter 1 - Introduction to Revos

This chapter gives a tour of the instrument and its features. It describes the different parts of the instrument and gives general information about using Revos.

### Chapter 2 - Installation and Setup

This chapter is a guide to installing and setting up Revos.

### Chapter 3 - Basic Operation

This chapter explains how to load and process specimens using Revos on a day-to-day basis.

### Chapter 4 - Advanced Operation

This chapter is for advanced users and administrators and describes how to change the instrument's settings and create processing programs.

### Chapter 5 - Cleaning and Maintenance

This chapter describes how to clean and maintain Revos to ensure that processing is safe, efficient and reproducible.

### Chapter 6 - Troubleshooting

This chapter helps identify and resolve common faults and issues.

Revos Operator Guide Issue 9

# Chapter 1 – Introducing Revos

Welcome to the Revos Operator Guide.

This chapter introduces the Revos and provides an overview of the instrument.

The following subjects are covered:

- Introduction to Revos
- Identification of Parts
- System Specifications
- System Interface

### Introduction to Revos

The Epredia Revos is an enclosed automated tissue processor. It combines custom programming with simple operation and reagent management.

Specimen cassettes are loaded into the instrument in baskets. Up to 300 cassettes can be processed at any one time in standard baskets; optional mega baskets allow up to 42 Super Mega Cassettes to be processed simultaneously.

When you start a processing program, Revos moves through the process steps, drawing in reagents in turn and agitating the baskets to stir reagent around the specimens. The instrument can be set up to heat the chamber and put the chamber under constant vacuum, cycled vacuum or cycled pressure conditions for individual process steps. Samples can be processed unattended either overnight or during the day, refer to the <u>Audio & Remote alarms</u> section.

For more information and step-by-step instructions, refer to Routine Processing. If you require more flexibility, refer to Advanced processing for information on how you can take full control of processing parameters.

IVD Intended Purpose



The Revos is an in vitro diagnostic device.

The automated tissue processor is intended to be used by trained medical laboratory technicians in a laboratory environment for the rapid and routine fixation, dehydration, clearing and infiltration of pathology specimens to allow for subsequent examination and diagnosis by a technologist or pathologist

Tissue Cassettes

### Note

The cassettes used in Revos baskets are to be no larger than the following:

- Ordinary Cassette 44.0 x 29.5 x 7.5 (mm)
- Mega Cassette 75.9 x 19.0 x 52.5 (mm)

These are loaded either into standard baskets or mega baskets (ideal for larger specimens in mega cassettes), which are loaded into the instrument in pairs. Refer to Appendix A - Accessories for details.

### Battery Backup

The Bios memory is backed up by a NiMH battery to maintain settings when the instrument is off. While the Revos is powered, this battery is trickle-charged.

The instrument uses four 12V 12Ah sealed (gel type) lead acid batteries for main battery backup to maintain operation during a temporary mains power fail.

### Approved Reagents



Revos must be installed, loaded and used ONLY with reagents from the approved reagent list shown in Appendix D – Approved Reagents.

You must not use any other reagents with Revos under any circumstances.



Some chemicals which may be used during operation are flammable – do not use sources of ignition in the vicinity of the instrument when it is loaded with reagents.

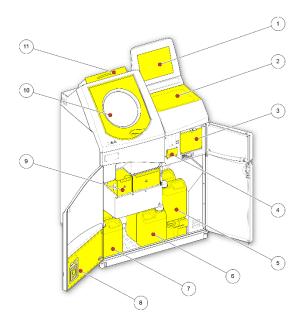


Harmful chemical vapours such as xylene and toluene may be emitted during the normal operation of some instruments, and the operator should be aware of suitable precautions and safety measures.

### Identification of Parts

The following diagrams identify the different components of Revos. Familiarise yourself with the location of the Reaction Chamber, USB port, filters, wax baths, waste wax tray, fixative and flush reagent bottles and exchange bottles.

The Dehydrants and Clearants are stored in the back of the instrument in concealed bottles and cannot be accessed directly.



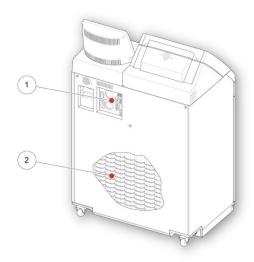
Revos (front view, doors open)

- 1. Touch screen
- 2. Removable tray
- 3. Filter compartment
- 4. USB port
- 5. Flush reagent bottles
- 6. Exchange bottles
- 7. Fixative bottles
- 8. RFID assembly
- 9. Wax baths and waste wax tray
- 10. Reaction Chamber
- 11. Downdraft filter compartment



The USB port is for memory sticks only.

Do not connect any other type of USB device to the Revos.



Revos (rear view)

- 1. Electrical connections panel
- 2. Concealed reagent bottles

# System Specifications

The specifications for the Revos instrument are detailed in the following tables.



Use safe lifting practices when moving the instrument. Revos weighs approximately 165 kg (363 lb) when empty and 240 kg (529 lb) when full. At least two people are required to safely move the instrument. Ensure you do not tilt the instrument during movement.

### Mechanical Specifications

Width	850 mm (33.4 in)	
Depth	580 mm (22.8 in)	
Height to working area (with tray)	1080 mm (42.5 in)	
Height to top of monitor	1370 mm (54 in)	
Weight with no reagents	165 kg (363 lb)	
Weight with typical reagents	240 kg (529 lb)	
Maximum working pressure	0.2 bar(g)	

### Electrical Specifications

Power Supply Voltages	100 - 240 VAC (~)
	Maximum supply voltage fluctuations not to exceed ± 10% of nominal voltage.
Frequency	50 / 60 Hz
Power	1300 VA (maximum) 300 VA (typical)

### Interface Connections

Remote Alarm	24 V DC, 3A max, operation non-powered output	
	The external remote alarm must comply with IEC60950 or IEC61010-1.	
LIMS	Serial RS232	
Netmon	RJ45	

### Fuses



Fuses must be replaced by technically competent personnel only

Remote alarm fuses (x 2)	F 5A 250V

# Environmental Specifications



# For indoor use only

Temperature (operating limits)	+5°C to +40°C (+41°F to +104°F)	
Temperature (recommended operation)	+15°C to +30°C (+59°F to +86°F)  Performance may deteriorate when operated outside this temperature range.	
Temperature (transit/storage)	-25°C to +55°C (-13°F to 131°F)	
Humidity	Maximum 80% RH at 31°C (88°F) decreasing linearly to 50% RH at 40°C (104°F)	
Altitude	Up to 2000 m (6500 feet)	
Pollution Degree	2	
Over Voltage Category	II	
Noise Level	<70dBA (Typically: 69 dBA)	

Revos Operator Guide Issue 9 14

### The Revos Interface

Revos has a compact and informative user interface that displays the following information:

- Context sensitive help
- Reaction Chamber status, program details and process status
- Graphics, showing processing and reagent movement in real time

### Using the Touchscreen

The Revos Touchscreen user interface is used to initiate processing and set system preferences and settings. To use the screen, simply press the button corresponding to the function that you want to use. For some tasks, for example reviewing quality control information, select the required reagent container, wax bath or filter by touching the picture that corresponds to the item.

### Note

Avoid using sharp or pointed objects to press buttons on the Touchscreen. Use a finger (with or without gloves), or, if you require a stylus, use the eraser-tipped end of a pencil.

### Number Pad

The on-screen number pad is used to enter access codes and define some instrument settings.

- To clear the entered value back to zero, press
- To delete the last digit that you entered, press

### Note

If you enter an invalid value, the value is displayed in red text. You will not be able to press **OK** on the screen until the value is corrected.



The on-screen number pad

### Keyboard

The on-screen keyboard appears when you need to define or change the names of reagents, programs, flushes and system users.

- Press the appropriate keys to edit text in the text box above the keyboard.
- To save your changes and return to the previous screen, press OK.
- For special characters, press the Alt key.



Example special characters



The on-screen keyboard

### Menus, Options and Buttons

The Touchscreen interface lets you perform tasks intuitively, efficiently and consistently. Refer to Appendix F - Screen Maps for a diagrammatic representation of the instrument's menu options and the screens that are accessible from the Touchscreen.

### **OK and Back Buttons**

If you change system settings or create new programs, ensure that you press the correct button to exit from the screen.



Takes you back to the previous screen and saves any changes you made to settings on the current screen.



Takes you back to the previous screen without saving the changes that you made to any of the settings on the current screen.

Using the Up and Down Buttons to Set Values

When you are setting the system time and date, you will be presented with a set of up and down arrow buttons. Press these buttons to set the required time or date. Refer to Setting the System Time and Date.



Up and down arrow buttons

### Selected Settings in Yellow

Some instrument settings can be selected or enabled by pressing on the required option.

When selected, the text is displayed in yellow rather than white.

For example, three processing options are available (Single Program, Daytime Overnight or No Default); the one in use (Daytime Overnight) is shown in yellow.



The selected setting is shown in yellow

### On-screen Help

Revos includes context-sensitive on-screen help to quickly answer any queries you may have about the operation and setup of the instrument. More detailed information is provided in this Operator Guide

To display on-screen help, press the icon which is displayed in the top right of each screen.

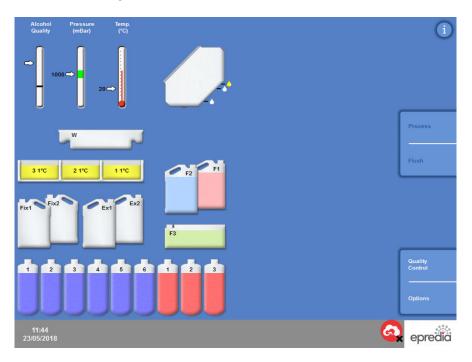
• To continue, press **OK** to close the help window.

### The Main Screen and Information Bar

The Main Screen provides access to all of the functions that are required to initiate programs and flushes, check the status of the reagents and filters, and configure the instrument to meet the requirements of your own laboratory.

### Menu Options

The main menu is located on the right side of the Main Screen:



The Main Screen

The following menu options are available:

Process: This opens either the Reaction Chamber Available screen, from where you can start a

processing program, or the Reaction Chamber Not Available screen, if there are no

reagents loaded or the chamber is not prepared to start.

Flush: This opens the Select Flush screen. From here, you can start Flush programs to clean

the Reaction Chamber.

Quality Control: This opens the Quality Control screen. From here, you can visually inspect reagents in

the chamber, review use counts for reagents and filters and view and print quality control reports. Warning triangles provide visual alerts to problems that may affect processing.

Options: This opens the Options menu, which provides access to menus and settings that enable

the instrument to be customised and configured.

### Information Bar

The Information Bar is located at the bottom of the interface.



System information displayed at the bottom of the interface

It displays the following information:

time:

System date and The current date and time. Refer to Setting the System

Time and Date.

Alert icons:

These include quality control alerts and hardware issues. Refer to Alert Icons.

Instrument ID and Customised text:

Customisable text that can be used to record customerspecific information about the instrument.

Refer to Customising Your Instrument.

Reaction Chamber Status and Gauges, Reagent Monitoring

On the left side of the Main Screen is a series of gauges for monitoring the status of reagents and associated components. The following gauges appear in the top-left position on the Main Screen:

### Alcohol Quality



This gauge shows the quality of alcohol used in the A1 bottle. Quality is determined using specific gravity measurements. When the specific gravity falls beneath a specified value (shown on the Alcohol Quality Gauge as the red area), you will be prompted to rotate reagents to maintain the quality of processing. Refer to Alcohol Quality Warning.

The red area is adjustable up or down in steps of approximately 1.25%. The black line indicates the factory default setting which is approximately 45%.

### Pressure



This gauge shows the pressure in the Reaction Chamber. The value will rise and fall during processing according to the vacuum conditions specified in the selected program and as reagents are drawn into and drained out of the Reaction Chamber.

The Reaction Chamber lid can be opened when the value is in the green area of the gauge.

### **Temperature**



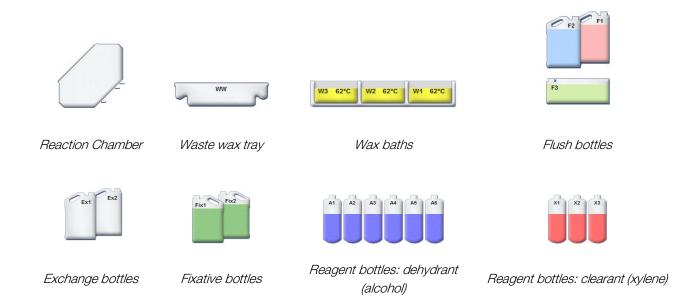
This gauge shows the temperature in the Reaction Chamber. The value will rise and fall during processing according to the conditions specified in the selected program.

### Reaction Chamber and Containers

On the left side of the Main Screen is a graphical representation of the Reaction Chamber and various reagent containers. The level of reagents indicated in these will change during processing, reagent inspection, reagent renewal and rotation.

The following colours represent the type of reagent in each of the containers:

- Green Water-based (fixatives and Flush 3)
- Blue Dehydrants (alcohol and Flush 2)
- Red Clearants (xylene and Flush 1)
- Yellow Wax / Paraffin



# Chapter 2 - Installation and Setup

This chapter describes the installation and setup procedures for Revos and covers the following subjects:

- Unpacking and positioning the instrument.
- Fitting the filters into the instrument.
- Connecting the instrument to mains power and switching on.
- Choosing the display language and setting the system time and date.
- Defining and loading reagents in preparation for specimen processing.

### Note

If Revos has already been installed and the required reagents have been loaded, refer to <u>Chapter 3</u> - <u>Basic Operation</u> for a description of the routine operation of the instrument.

# Unpacking and Moving the Instrument

### Unpacking

Inspect the packaging. If it is damaged, or the contents do not match the supplied packing list, or both, inform your local Epredia representative then unpack the instrument and inspect it carefully. Instructions for unpacking are provided on the packing case.

When unpacking the instrument, do not discard the packaging – store it flat for future use.

### Note

Quote the instrument Serial Number, your Order Number, Invoice Number, Delivery Note (or Packing Slip) Number and the Date in all communications. If you need to transport the instrument, refer to Appendix C – Repacking Instructions.

### Moving the Instrument

Use safe lifting practices when moving Revos.

At least two people are required to move the instrument.



The instrument should not be moved or tilted when it is loaded with reagents and molten wax.

Revos weighs approximately 240 kg (529 lb) when fully loaded and 165 kg (363 lb) when empty.

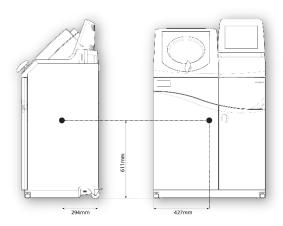
### Instrument Positioning and Setup

### Centre of Gravity Positions

Where seismic regulations require the instrument to be secured, use the handle locations at the rear of the instrument (2 x M8 female threads).

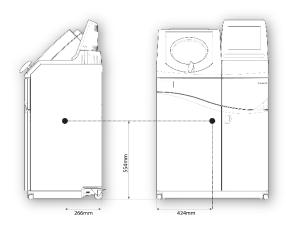
The following diagrams illustrate the centre of gravity positions for an empty Revos and a Revos loaded with an average load of reagents:

### Empty instrument:



Centre of gravity position (empty)

Instrument with an average load of reagents:



Centre of gravity position (average load of reagents)

### Levelling the Instrument

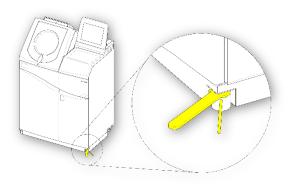
Revos must be level from front to back.



Before loading the instrument with reagents and wax, ensure that it is level.

### To level the instrument:

- Move Revos to its final position. The floor should be level and any floor covering must be nonflammable. There should be at least 95 mm (4 inches) behind the instrument. To maintain this distance, leave the transit handles fitted.
- If necessary, adjust the front castors to level the instrument. To do this, using the provided wrench (spanner) and adjustment rod, loosen the locknut with the wrench and then turn the castor with the adjustment rod. When the instrument is level, tighten the locknut.



Adjusting the front castors

### Fitting the Filters

Revos is delivered with new filters packed inside the instrument. Plastic wrappers must be removed and fitted in the correct locations before use.

For additional information about the filters, refer to Filter and Reagent Usage Information and Reagent and Filter Quality Control.

### Note

The filters fit tightly into their slots for efficient extraction. It is recommended that you replace the filters every 13 weeks.

### Fitting Extraction Filters



Both extraction filters must be fitted; it is not possible to operate the instrument if either filter is missing.

For correct operation of the extraction system, ensure that the doors are closed.

The two main extraction filters, separated by a removable metal baffle, are located in a compartment behind the right door. The upper filter uses potassium permanganate to extract formaldehyde vapours. The lower filter uses charcoal to extract solvent vapours.

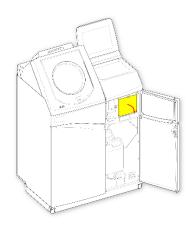


If you are replacing filters, remove the old filters from the instrument and install new filters. Dispose of the used filters in accordance with your local regulations and procedures.

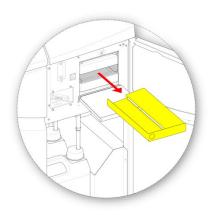
To remove and replace the air extraction filters:

- Open the right door of the instrument, turn the filter door latch 90° clockwise and open the filter door.
- Remove the metal baffle plate.
- Slide out the old filters and remove the plastic wrapper from each new filter and fit in the instrument.
- Replace the filters in the correct positions (upper = formaldehyde, lower = charcoal) so that the airflow arrow on each filter points up.

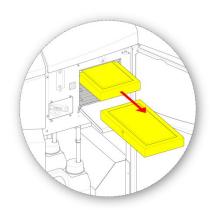
 Replace the baffle plate, close the filter door securing it with the latch, and then close the right-hand door.



Opening the filter door



Removing the baffle plate



Removing the filters

### Fitting the Downdraft Filter

The downdraft filter (formaldehyde) is at the back of the instrument, behind the Reaction Chamber.



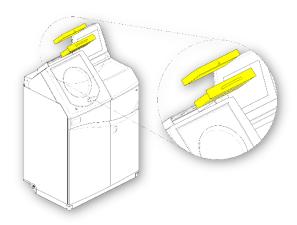
When you fit the downdraft filter, ensure you use a formaldehyde filter and NOT a charcoal filter in this position.



If you are replacing filters, remove the old filters from the instrument and install new filters. Dispose of the used filters in accordance with your local regulations and procedures.

To remove and replace the downdraft filter:

- Open the downdraft filter cover.
- Using the tab on the filter, lift out the old filter and remove the plastic wrapper from the new filter and fit in the instrument.
- Replace the filter in the correct position, ensuring that the airflow arrow points away from the instrument, and close the filter cover.



Removing the filter

### Optional Vent Adaptors

The optional vent adapters allow fumes to be extracted from Revos into a fume cupboard or hood, or vented to the outside atmosphere.

For more information, refer to <u>Appendix B – Fitting</u> the optional Vent Adaptors.

### Connections

### Connecting to Mains Power

Once Revos has been unpacked and installed, it can be connected to mains power.

Ensure that the mains supply voltage corresponds with the voltage rating on the rating plate on the back of the instrument.



The ~ symbol on the rating plate indicates that the instrument operates on an alternating current supply (AC).

To connect the instrument to mains power:

 Ensure that the I/O power switch at the rear of the instrument is switched off (O side of the switch pushed in).



### Mains power connections

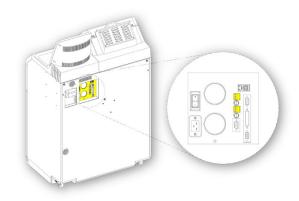
- Insert the appropriate mains cable into the mains connector on the rear panel of the instrument.
- Connect the mains supply cable to a local power supply outlet.

### Connecting a Remote Alarm

Connections for Remote Alarms 1 and 2 are on the back panel of the instrument. For more information, refer to <u>Audio and Remote Alarms</u>.

### Note

Connection of a Remote Alarm is highly recommended.



Remote alarm connections

Normal operating conditions for these relays are:

- Relay 1 unpowered state.
- Relay 2 powered state.

### Note

Relay 2 is used as a power fail alarm and is in the alarm condition when the instrument is first switched on.



External circuits must be connected to the remote alarm socket by a technically competent person. The external circuit should comply with the requirements of either IEC 61010-1 or IEC 60950, or both.

Make sure the cable length is less than 3 metres long.

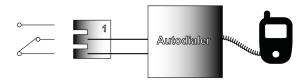
### Connecting an Autodialer

The following two methods can be used when connecting an autodialer to the instrument for remote alarm monitoring.

Typically, connection to Alarm 2, is recommended as this gives a positive alarm state if the instrument shuts down.

• Connection to Alarm 1 (Daytime)

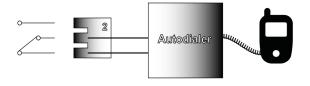
Closed: Relay fires when an alarm is generated.



Autodialer connection to Alarm 1

• Connection to Alarm 2 (Over Night)

**Held Closed**: Relay closed and released when an alarm is generated.



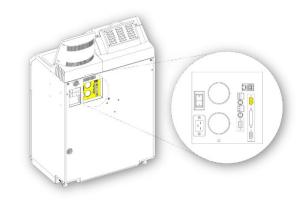
Autodialer connection to Alarm 2

### Note

During power-up, alarms will be active but will go to a normal state once the instrument software has loaded. Connecting to a Laboratory Information Management System (LIMS)

Revos can be programmed to send user-defined LIMS messages via the serial D-connector (RS-232) on the back of the instrument when specific events occur.

For details on the type of messages that can be sent and how to set them, refer to Setting Laboratory Information Management System (LIMS) Messages.



LIMS Serial D-connector

### LIMS Specification

Baud rate: 19200

Bits: 8

Parity: None

Stop bits: 1

Handshaking: Data Terminal Ready (DTR)

and Request To Send (RTS)

Cable length: To be less than 3 metres

# Initial Setup

Once the instrument has been unpacked, installed in the required location and connected to mains power, you must then:

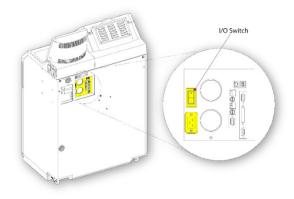
- Switch the instrument on.
- Wait for the system software to load.
- Choose the language for the user interface.
- Check the system time and date.
- Configure the reagents that you intend to use.
- Set use limits for fixatives, filters and flush reagents.
- Load reagents into the instrument.

### Instrument Start-up Procedure

Once Revos has been connected to the mains power it can be switched on.

To switch the instrument on:

• Press the I (ON) side of the I/O power switch.



### Mains power connections

- When Revos is powered 'ON', you should hear the cooling fans start.
- After about 35 seconds, the Epredia logo is displayed.
- After about two minutes, the Select a Language screen is displayed.

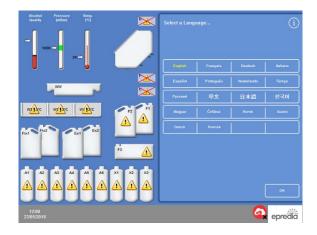
To select the system language:

- From the Select a Language screen, press the required language and then press OK.
- The Main Screen is then displayed. For a description of the Main Screen functions, refer to <u>The Main Screen and Information Bar.</u>

### Note

Notice that all the containers and bottles on the left of the display are empty. When reagents have been loaded into the instrument, they will appear full with colour-coded reagents.

Alert icons are displayed at the bottom of the screen and must be cleared, refer to <u>Clearing the Alert</u> lcons.



Selecting the user interface language

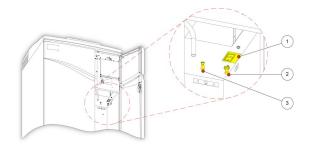
### Clearing the Alert Icons

When the instrument is first switched on, alert icons are displayed in the grey Information Bar at the bottom of the screen. These icons must be cleared before any further operations.

Icon	How to clear
	Battery Isolation Switch Alert
	Turn on the Battery Isolation switch to restore battery backup and ensure power to the instrument. Leave the battery switched on and do not switch it off unless instructed to do so. See below for the location of the switch.
	Reaction Chamber Heater Trip Alert
****	Press the Heater Reset switch to reset the Reaction Chamber heater trip circuit. See below for the location of the switch.
	Quality Control Alert
	From the Main Screen, select Quality Control to display the Quality Control Screen.  Load reagents if required. For more information, refer to Loading Reagents and Quality Control Checks.
	Hardware Issue
1	Select <b>Options</b> > <b>Faults</b> , or press the wrench (spanner) icon, to display the Fault Status screen. From here, you can clear or acknowledge any faults. For more information, refer to <u>Using the Fault Status Screen</u> .
	Note
	On starting the system, this icon is displayed until the Heater Reset Switch has been pressed.

Battery Isolation, Heater Reset and Push to Test Switches

The switches are shown below. The inset shows the view inside the cabinet, behind the right door, above the flush reagent bottles (the pipes have been hidden for clarity):



- 1. Battery Isolation switch
- 2. Heater Reset Switch
- 3. Push to Test Switch

### Note

When the Heater Reset switch is set and the Battery Isolation switch is turned on, the icons disappear from the display.

When first charging the battery, after switching on both the Main I/O power switch and the Battery Isolation switch, the instrument should be left for a period of 14 hours (overnight) to ensure the battery is fully charged.

The Push-to-Test switch can be used to test the operation of the Heater Reset switch.

### Setting the System Time and Date

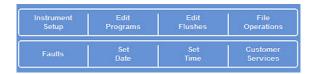
Once you have selected the display language, check the system time and date and adjust them if necessary.

### Note

It is important to set the time and date correctly so that programs start and end at the correct time and on the correct day. Both time and date can be changed later, as required.

To set the system time:

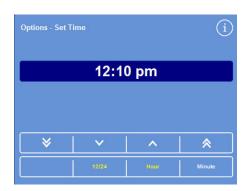
- From the Main Screen, press Options to display the Options menu.
- Press Set Time to display the Options Set Time screen.



Options menu

• To toggle between 12 and 24-hour time format, press 12/24.

When selected (yellow text), the time is shown in 12-hour format as 'AM' or 'PM'; when not selected it is shown in 24-hour format:



Setting the system time – 12-hour format



Setting the system time – 24-hour format

- Press **Hour** or **Minute** and use the up and down buttons to set the required time.
- Press OK to save the time setting and return to the Options screen.
- Press **OK** again to return to the Main Screen.
  - Moves the time back in 5 minute or 5 hour increments.
  - Moves the time back in 1 minute or 1 hour increments.
  - Moves the time forward in 1 minute or 1 hour increments.
  - Moves the time forward in 5 minute or 5 hour increments.

Up and down buttons

### To Set the Time Zone Offset



Setting the time zone offset

### Note:

Time zone offset is only used when connecting to Epredia Cloud Services. Refer to Epredia Cloud Services documentation for full details.

- Press +1 to select winter/summer time. Daylight saving in summertime should show +1 selected (yellow).
- Reset the system time if required.
- · Adjust timezone offset, e.g.

 London
 UTC+00:00

 Berlin
 (CET)
 UTC+01:00

 India
 UTC+05:30

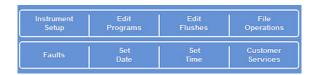
 New York
 (EST)
 UTC-05:00

 Los Angeles
 (PST)
 UTC-08:00

- Press **OK** to save the Time Zone Offset.
- Press **OK** again to return to the Main Screen.

To set the system date:

- From the Main Screen, press **Options** to display the Options menu.
- Press Set Date to display the Options Set Date screen.



Options menu

 Choose the required date format by pressing the appropriate button. The selected date format is shown in yellow text.

Available date formats are:

- dd/mm/yyyy
- mm/dd/yyyy
- yyyy/mm/dd



The Options - Set Date screen

- Select **Year**, **Month**, or **Day** and use the up and down buttons to set the required date.
- Press **OK** to save the date setting.
- Press **OK** again to return to the Main Screen.

- Moves the date back in 5 day, 5 month or 5 year increments.
- Moves the date back in 1 day, 1 month or 1 year increments.
- Moves the date forward in 1 day, 1 month or 1 year increments.
- Moves the date forward in 5 day, 5 month or 5 year increments.

Up and down buttons

### Note

The time and date are displayed in the bottom left corner of the Screen:



Time and date display

# Configuring Reagents

Before you load the reagents into the instrument, you must define the following:

- Names of the fixative, dehydrant, clearant, infiltrant and flush reagents that will be used.
- Storage temperatures for the concealed reagents and infiltrants.
- Use limits for fixatives, filters and flush reagents.

### Defining Reagent Names

By default, Revos uses the following reagent names:

- Formalin for the fixatives (fixative bottles Fix1 and Fix2).
- *Alcohol* for the dehydrants (concealed reagent bottles A1–A6).
- *Xylene* for the clearants (concealed reagent bottles X1–X3).
- Wax for the infiltration reagents (wax containers W1–W3).
- Flush for the flush reagents (flush containers F1, F2, F3).

These names can be changed, as required.

To define reagent names:

• From the Main Screen, select **Options** > **Instrument Setup**.

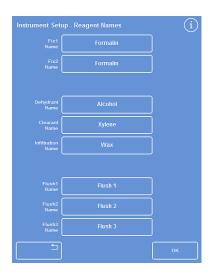
The Options - Instrument Setup menu appears:

Reagent	Storage	Load	Customisation
Names	Temperatures	Reagents	
Rotation	Reagent	Access	Audio / Remote
Management	Use Limits	Codes	Alarms
Select	Unload		Set LIMS
Language	Reagents		Interface
Software	Disable	Link TFC	Network
Update	Pipes	Account	Configuration

The Options - Instrument Setup menu

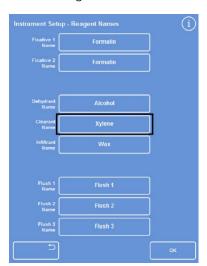
Press Reagent Names.

The Instrument Setup - Reagent Names screen appears:



The Instrument Setup - Reagent Names screen

 Press the button corresponding to the name that you want to change:



Setting reagent names

 Use the on-screen keyboard to type the new name of the reagent and press OK.

### Note

A maximum of 20 characters can be used for reagent names.

 Change the names of other reagents, as required.

- Press OK to save and return to the Instrument Setup - Reagent Names screen.
- To return to the Main Screen, press OK repeatedly.

### Note

On-screen, the first letter of the name labels for each of the wax baths, dehydrant bottles and clearant bottles, will change to match the first letter of the new reagent name.



Defining a reagent name using the on-screen keyboard

### Setting Reagent Storage Temperatures

Revos can heat the concealed reagents for faster, more consistent processing. The default storage temperatures are 35°C for alcohol and xylene and 62°C for wax. Storage at ambient temperature is available for the concealed reagents, if required. The instrument will not cool reagents to temperatures lower than ambient.

Revos does not have any system for cooling reagents. Therefore, if the temperature set for processing is lower than the storage temperature, the reagent will enter the chamber at the higher storage temperature and only cool gradually.

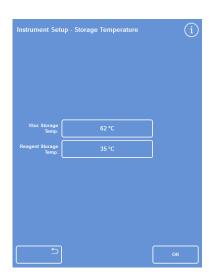
Revos does not have any system for cooling reagents. Therefore, if the temperature set for processing is lower than the storage temperature, then the reagent will enter the chamber at the higher storage temperature and only cool gradually. Ambient temperature is the lowest temperature that the unit will allow for reagents, and this applies to both storage and to processing

#### Note

Wax storage temperature should be set at 4°C above wax melting temperature. If the wax melting point is given as a temperature range, then the wax storage temperature should be set at 4°C above the highest value in the range.

To set wax storage temperature:

- From the Main Screen, press Options > Instrument Setup > Storage Temperatures.
  - The Instrument Setup Storage Temperature screen appears:
- Press the Wax Storage Temp. value.



Defining wax storage temperature

- The Storage Temperature Set Wax Storage Temperature screen appears:
- Use the number pad to set the required storage temperature or press Amb. to set the storage temperature to ambient.

### Note

The wax storage temperature range is 45°C to 65°C and ambient.

Invalid entries will be displayed in red and cannot be saved.

 Press OK to save and return to the Instrument Setup - Storage Temperature screen.



The Storage Temperature - Set Wax Storage
Temperature screen

To set reagent storage temperature:

 From the Main Screen, select Options > Instrument Setup > Storage Temperatures. The Instrument Setup - Storage Temperature screen appears:

Press the Reagent Storage Temp. value.



Defining reagent storage temperature

- The Storage Temperature Set Reagent Storage Temperature screen appears showing the reagent storage temperature of ambient or 35°C.
- No active cooling in Revos and Ambient is the lowest temperature possible.

### Setting Use Limits

Revos tracks the usage of fixatives, filters and flush reagents and provides visual warnings when these need to be changed or renewed on the Quality Control screen. Refer to Quality Control Checks and Reagent. Wax and Filter Checks for more information.

Use limits should be set before you start processing. They can be changed later, as required.

### Note

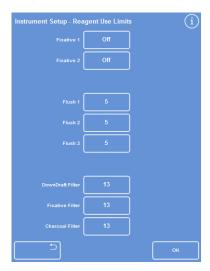
The renewal of the infiltrant and concealed processing reagents are managed automatically by the system based on the default setting for alcohol quality. If you want to change the way in which these reagents are renewed, refer to <u>Trigger for Reagent Rotation</u>.

To set use limits:

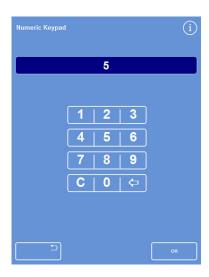
 Select Options > Instrument Setup > Reagent Use Limits.

The Instrument Setup - Reagent Use Limits screen appears.

- Press each reagent / filter button in turn, define the required use limit using the number pad and press OK.
- To turn the use limit off, set the value to zero (0). The use limit is then displayed as Off.
- When you have defined all the use limits, press
   OK to save and return to the Instrument Setup –
   Reagent Use Limits screen.
- To return to the Main Screen, press OK repeatedly.



The Instrument Setup - Use Limits screen



Setting use limits

### Note

The use limit for the filters is measured in weeks. The default is 13 weeks.

Filters can be set to 0 if the Vent Adaptor kits are to be used.

The flush reagents can only be set from 1 to 10. The default is 10. The use limit for a flush cannot be turned off.

### Loading Reagents

Before you can process specimens, you must load Revos with the required processing reagents. The names of the reagents that you intend to use are defined using the **Reagent Names** option (refer to <u>Defining Reagent Names</u>).

When you load reagents, Revos will guide you through the loading procedure to ensure that the required reagents are loaded into the correct cabinet positions. You must then insert the colour-coded reagent tubes (with evaporation cap) and confirm that the required reagents have been loaded into the appropriate positions in the Reagent Storage Area.

Reagents must be loaded in the following order:

- 1. Wax
- 2. Flush (cleaning) reagents
- 3. Dehydrants
- 4. Clearants

Fixatives are loaded from the Quality Control screen; you will be prompted to load these when you start a processing run for the first time.



Refer to the Safety Data Sheets when handling all reagents used with the instrument. For a full list of approved reagents, refer to Appendix D – Approved Reagents.

### RFID - Radio Frequency Identification

RFID stands for **Radio-Frequency Identification**. The acronym refers to small electronic devices that consist of a small chip and an antenna. The chip carries data that can be unique for the chosen application.

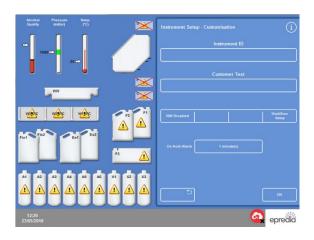
The RFID device serves the same purpose as a bar code or a magnetic strip on the back of a credit card or ATM card; it provides a unique identifier for that object. Just as a bar code or magnetic strip, must be scanned to get the information, the RFID device must be scanned to retrieve the identifying information.

### RFID Machine Setup

 To use the RFID system for loading and unloading of reagents you need to ensure that the option is enabled (WM enabled). Press 'Options, Instrument Setup, Customisation'.

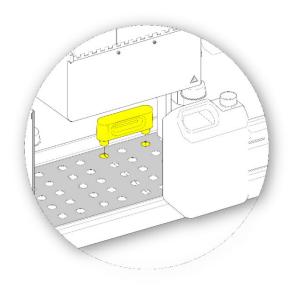
### Note

This will instruct the system to integrate the RFID reader as part of the loading and unloading sequence.

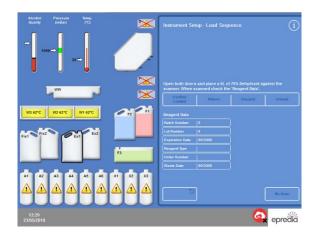


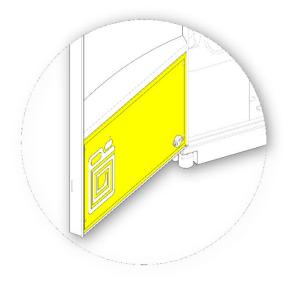
### **RFID** Loading

 Before loading the RFID reagents, ensure that the bottle stop has been fitted to the instrument.

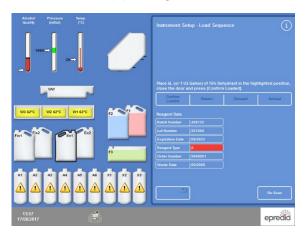


 When loading a reagent the system will ask the user to scan the bottle before it can be confirmed and loaded. The scanner is located on the inside of the left hand door.





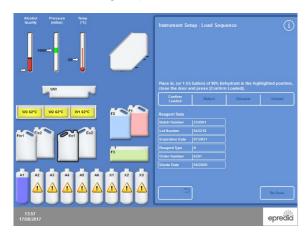
• If the tag data is seen as incorrect a rescan can be performed by pressing the Re-Scan button:



 The Confirm Loaded button will remain disabled until a successful scan has occurred and both doors are closed on the reagent storage area.



 Once the loading has completed the user will be instructed to scan the next bottle to progress with the loading sequence:



# RFID Specific Reagent Inspection

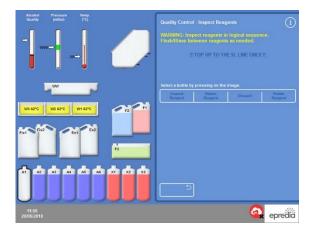
 To load after a reagent has been discarded in the inspect screen, the destination bottle needs to be selected. Quality Control, Inspect Reagents.

#### Note

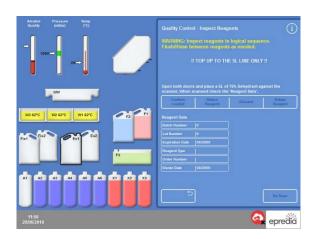
Pressing the Load Reagent button starts the process.

#### Note

When reloading bottles A1, A2 and A3 ensure that correct dilutions have been carried out. Please refer to Loading Dehydrants section.



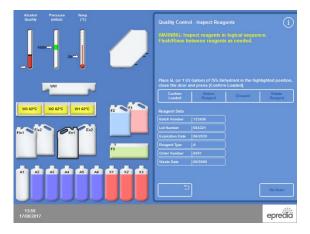
- When loading a reagent, the system will request the bottle be scanned before it can be confirmed and loaded.
- Open both doors
- Scan bottle on left door
- If bottle is incorrect can be re-scanned or new bottle re-scanned
- Place bottle in appropriate position (Ex1 or Ex2)
- Close both doors, confirm button will become available if tag data OK the reagent will be loaded.



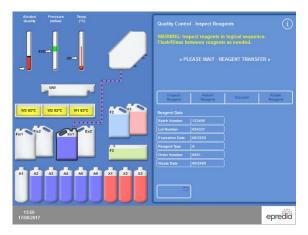
- If the tag data is seen as incorrect a rescan can be performed by pressing the Re-Scan button.
- If the scan is incorrect the instrument will make a 'Bong' sound.
- If a BONG is generated the user will need to either move the bottle to get it into the correct position or adjust the door to be closer to the bottle.



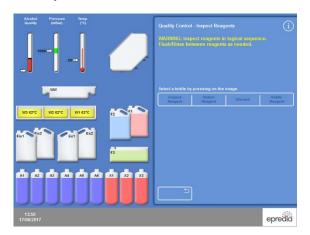
- If the scan is correct the instrument will make a 'Bing' noise.
- The Confirm Loaded button will become enabled after a successful scan has occurred, and both left and right doors are closed.



• Once the reagent is confirmed as being correct and the doors are closed, the transfer begins.



 Once loading is complete the system is then ready to inspect/discard any other reagents in the system.



# The Reagent Storage Area

Make sure that you familiarise yourself with the positions of the reagents in the Reagent Storage Area and the colour-coded reagent tubes. The tubes are flexible and can be moved as required to ensure that the tubes fit into the correct reagent container. If you rotate a tube, ensure that it is rotated back to avoid damage or leaks.

When positioning reagent tubes ensure that each pipe is:

- Free of any surface contamination.
- Fully inserted in the relevant bottle and not bent, twisted, kinked or at an angle.

This diagram shows the colour of the tube for each reagent position:

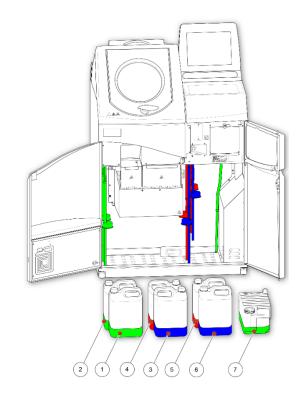
Green = water based

• Blue = alcohol

Red = xylene / clearant

# Note

There is a viewing window in the back panel to view the reagent levels in the back bottles.



- 1 Fixative 1 (Fix1)
- 2 Fixative 2 (Fix2)
- 3 Exchange 1 (Ex1)
- 4 Exchange 2 (Ex2)
- 5 Flush 1 (F1)
- 6 Flush 2 (F2)
- 7 Flush 3 (F3)

# Running the Load Sequence

The Load Sequence takes you through the steps that are required to load reagents into Revos in the correct sequence.

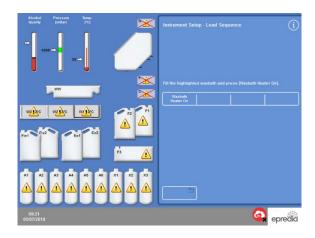


Ensure that you load the correct reagent and concentration at each step; the instrument cannot check that the correct reagents are loaded unless the RFID system is enabled. If this is enabled the alcohol and xylene will be identified, refer to the RFID Load section.

To initiate the Load Sequence:

 Select Options > Instrument Setup > Load Reagents to display the Instrument Setup - Load Sequence screen.

Wax bath W1 is highlighted on the display, ready to be loaded:



Starting the Load Sequence

#### Note

Once reagents are loaded and you have completed the Load Sequence, you will not be able to run the **Load Reagents** option again, unless you unload the reagents first. For more information, refer to <u>Unloading Reagents</u>.

You will not be able to run programs unless all reagents are loaded. If you try to do this, you will be prompted to load reagents.

Once the Load Sequence has started you will not be able to Exit the screen until the loading has completed.

# Loading Wax

Wax loading comprises these steps:

- Filling the three wax baths with wax pellets.
- Starting the wax heaters.
- Fitting an empty, consumable waste wax tray and lid.

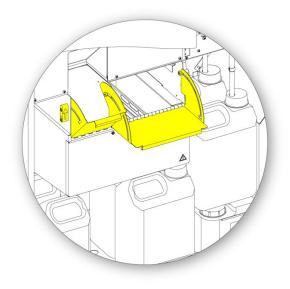
#### To load wax:

- Open the instrument's main doors.
- Lift the spring-loaded locking levers and open the two wax doors.
- The right-hand wax door (W1 and W2) opens fully; the left-hand wax door (W3) opens to 45°.
- Starting from the right, fill each wax bath with wax pellets.
- Use 4.2 kg of wax pellets per chamber to give 5.6 litres of molten wax.

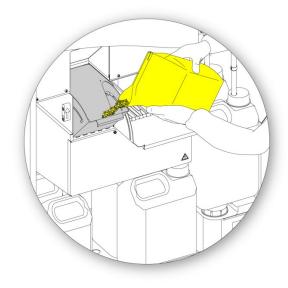
#### Note

Ensure that the wax pellets are evenly distributed in the wax bath – push them towards the back if necessary.

The wax bath can be filled to within a few millimetres from the top of the dividing wall – the pellets melt to the final, lower level within 4 to 6 hours. Take care not to spill any wax pellets.



Opening the wax bath doors



Filling the wax bath



There is a risk of skin burns from molten wax.

Do not fill the Revos wax baths with molten wax. Use wax pellets only.

To start the wax bath heaters:

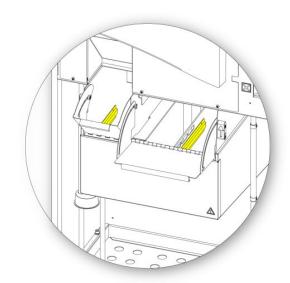
#### Note

Before starting the wax bath heaters, make sure you have filled each wax bath with wax.

 On the Instrument Setup - Load Sequence screen, press Wax Bath Heater ON to switch on the wax bath heater and melt the wax pellets in wax bath W1.

Wax bath W1 is now shown filled in yellow on the screen and wax bath W2 is highlighted.

- Press Wax Bath Heater ON to heat the wax in W2 and repeat for wax bath W3.
- When the wax has melted, ensure that the level is correct. The maximum and minimum levels are clearly marked in each wax bath.



Maximum and minimum wax levels

To fit a consumable waste wax tray and lid:

# Note

Do not reuse waste wax trays.

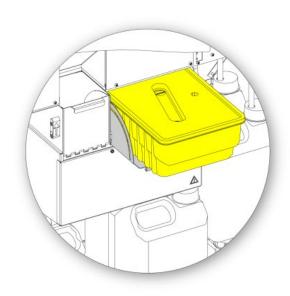
- Ensure that a lid is fitted securely to the consumable waste wax tray.
- Slide the tray into position above the right-hand wax baths.

You may have to wait until the wax has started to melt to fit the waste wax tray into position correctly.

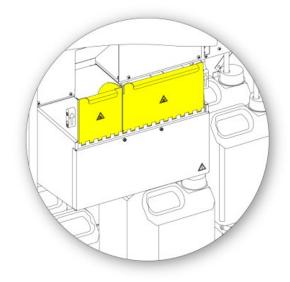
Close both wax doors.



Do not heat the waste wax tray to above 65°C.



Fitting the waste wax tray above W1 and W2



Closing the wax bath doors





F3 highlighted

 You can now move on to load the other reagents into the instrument.

The first of the flush (cleaning) reagents (F3) will be highlighted on the screen ready to be loaded.

# Loading Flush Reagents

Flush (cleaning) reagents are used to clean the Reaction Chamber between processing runs and also as part of the reagent loading process. New clean reagents must be loaded in the following order:

- F3 (water)
- F1 (xylene)
- F2 (alcohol)

For details of approved flush reagents, refer to Appendix D – Approved Reagents.



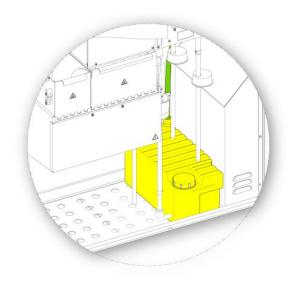
Do not use xylene or xylene substitute as the third flush reagent.

#### Note

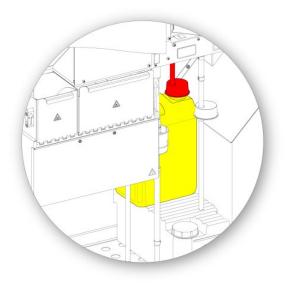
Ensure that the colour-coded reagent tubes are fully inserted into the bottles before loading. Revos uses the manufacturer's five litre reagent bottles in positions F1 and F2.

After removing reagent bottle caps, keep them in a safe place as they will be needed when the reagent is changed.

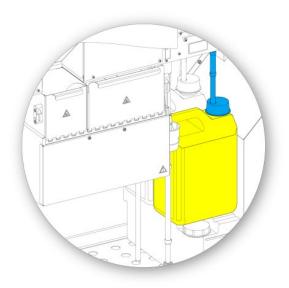
The flush reagents in the Reagent Storage Area are located in the following positions:



F3 (water)



F1 (xylene)



F2 (alcohol)

To load flush reagents:

- Fill the Flush 3 (F3) bottle (supplied with Revos) with water up to the underside of the fill-line and replace the cap securely.
- Install the F3 bottle in the Reagent Storage Area and put the GREEN reagent tube into the bottle.
- Press Confirm Loaded on the Instrument Setup
   Load Sequence screen.

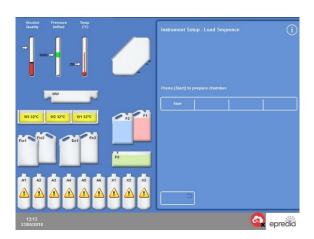
F3 is now shown as full and F1 is outlined on the display.

- Take a new five litre bottle of F1 flush reagent (xylene).
- Place the bottle on top of the F3 bottle, and insert the RED reagent tube (with cap).
- Press Confirm Loaded on the Instrument Setup
   Load Sequence screen.

F1 is now shown as full and F2 is outlined on the display.

- Take a new five litre bottle of F2 flush reagent (alcohol).
- Put the bottle on top of the F3 bottle, in front of bottle F1, and insert the BLUE reagent tube (with cap).
- Press Confirm Loaded on the Instrument Setup
   Load Sequence screen.

F2 is now shown as full and you are prompted to press Start to prepare the Reaction Chamber so that dehydrant and clearant can be loaded into the concealed bottles at the back of the instrument.



Press Start to prepare chamber

# Flushing the Reaction Chamber



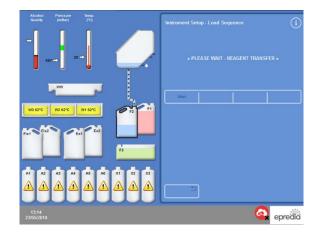
The Reaction Chamber must be flushed before dehydrants are loaded into the concealed bottles at the back of the instrument.

To flush the chamber:

#### Press Start.

The Reaction Chamber is flushed with flush reagent, F2, followed by flush reagent, F3.

When the flush cycle is complete, Ex1 and A1 are highlighted on the display.



Flush cycle complete, Ex1 and A1 highlighted

# Loading Dehydrants

The next step in the Load Sequence is to load the dehydrants into the concealed bottles at the back of the instrument. Various concentrations of dehydrant reagent are required.

#### Note

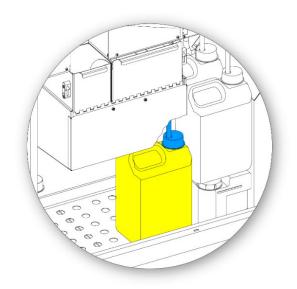
If using the RFID system, see relevant pages for information.

Loading dehydrants comprises these steps:

- Place a 5 litre bottle with dehydrant at a specific concentration in the Ex1 position.
- Transfer the dehydrant reagent from Ex1 into the Reaction Chamber and then into the appropriate concealed bottle at the back of the instrument.

## To load dehydrants:

- Fill a 5 litre reagent bottle with alcohol diluted to 75%.
- If WM Enabled, scan the RFID tag by placing the bottle by the scanner in the LHS door. Place the bottle in EX1 position and close both doors.
- · Confirm Loaded should is then displayed.
- Press Confirm Loaded on the Instrument Setup
   Load Sequence screen to load the first dehydrant.



Dehydrant in position Ex1

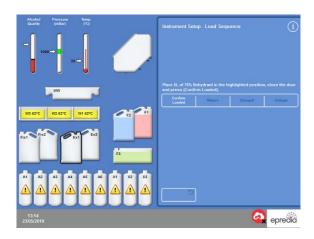
#### Note

The instrument will check to see if reagent is already loaded in the concealed bottle.

If there is reagent present, press **Discard**. Ensure that you place an empty bottle into position Ex1 and press **Unload**. Otherwise, press **Return** to transfer the reagent from the Reaction Chamber into bottle A1.

- Load the remaining dehydrants. To do this, prepare the following solutions and load them from the Ex1 position into the appropriate concealed bottle. Press Confirm Loaded to confirm the correct reagent is in the Ex1 position before loading.
  - A2 = 90% alcohol
  - A3 = 95% alcohol
  - A4–A6 = 100% alcohol

When all of the dehydrants have been loaded, Ex2 and X1 are highlighted on the display.



All dehydrants loaded, Ex2 and X1 highlighted

# Loading Clearants

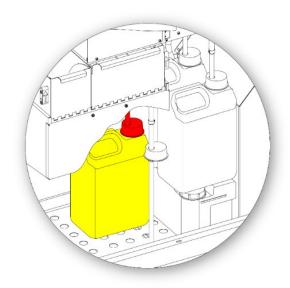
Once the concealed dehydrant bottles have been loaded, you will be prompted to load clearants.

Loading clearants comprises these steps:

- Place a bottle of clearant in the Ex2 position.
- Transfer the reagent from the Ex2 position into the Reaction Chamber and then into the concealed clearant bottles, X1, X2 and X3.

#### To load clearants:

- If WM Enabled, scan the RFID tag by placing the bottle by the scanner in the LHS door. Place the bottle in EX2 position and close both doors.
- Confirm Loaded should is then displayed.
- Press Confirm Loaded on the Instrument Setup
   Load Sequence screen to load X1.
- Repeat to load clearant from Ex2 into the concealed bottles, X2 and X3.



Clearant in position Ex2

# Note

The instrument will check to see if reagent is already loaded in the concealed bottle.

If there is reagent present, press **Discard**. Ensure that you place an empty bottle into position Ex2 and press **Unload**. Otherwise, press **Return** to transfer the reagent from the Reaction Chamber into bottle X1.

# Flushing the Reaction Chamber

When all of the clearants are loaded, you are prompted to start a flush cycle (F2 followed by F3) to prepare the Reaction Chamber for use.

To flush the chamber:

· Press Start.

When the flush cycle is finished, the Options - Instrument Setup menu is re-displayed.

 Press OK to return to the Options menu and then OK again to display the Main Screen.

Revos is now ready for use.

#### Note

The following bottles must be left in position for use when reagents are rotated and discarded:

- An empty bottle in position Ex2, with the RED tube inserted
- An empty bottle in position Ex1, with the BLUE tube inserted

To prevent reagent evaporation, ensure that the coloured caps are in place over the necks of the flush and fixative bottles.

## Loading Fixatives

Fixatives in positions Fix1 and Fix2 in the Reagent Storage Area are not loaded as part of the Load Sequence. Instead, the Quality Control screen is displayed when you attempt to start a process for the first time. This screen will prompt for fixatives to be loaded into positions Fix1 and Fix2 (if Fix2 is to be used).

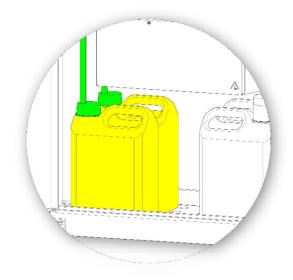
To load fixatives before this screen is automatically displayed, select **Quality Control** from the Main Screen.

#### Note

You do not have to load two fixative bottles into the instrument. However, the processing programs must be amended to indicate that you are only using one fixative step. Refer to <u>Programs and Flushes</u> for more information.

## To load fixatives:

- Put fixative bottles in positions Fix1 and Fix2 (if Fix 2 is used).
- Fully insert the GREEN reagent tubes together with the GREEN caps.



Fixative bottles in position in the Reagent Storage

Area

- On the Quality Control screen, press New.
- Press **OK** to exit from the screen.



The Quality Control screen

# Making Additional Changes before Processing

Once you have set the time and date and defined and loaded the required reagents, Revos is ready to process specimens. You may, however, wish to make changes to some of the instrument settings or define your own programs to ensure that Revos operates to meet your requirements.

Some of the things you may wish to specify, or change include:

- The preferred end time for overnight processing programs.
- The triggers for reagent rotation.

Refer to <u>Chapter 4 – Advanced Operation</u> for details of the options and settings that can be used to control how Revos operates and processes specimens.

# Chapter 3 – Basic Operation

This chapter describes how to process specimens using Revos.

This chapter covers the following subjects:

- Loading specimens into the instrument.
- Starting and monitoring a program.
- Adding additional specimens once a program has been started.
- Stopping or aborting a program.
- Completing a program.
- Running a selected program under user-defined conditions.
- Responding to quality control alerts and renewing processing reagents.

# Routine Processing

If you are using Revos to process specimens using the same program each day, then all you need to do is load the specimens into the instrument and start the processing run. The screen that you use to start a program automatically appears when you lift the instrument's lid to load specimens.

# Note

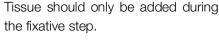
If this screen has been cancelled, just press **Process** on the Main Screen to re-display it and start processing.

When a run is started, Revos will automatically begin working through the individual steps so that the program completes at the specified end time. For example, if you are processing overnight, you can load specimens into the instrument at any time during the day and then start the program.

Specimens are held in a specified reagent, usually a fixative, until the start time is reached. Revos will then process the specimens overnight so that they are ready for the next stage in your workflow, the following morning, at the specified end time.

#### Note

If you require more flexibility and need to change some of the program parameters for a specific run, refer to <u>Advanced Processing</u> for details.





If circumstances require tissue to be added after fixation, follow good laboratory practice.

Epredia recommends preparing samples for tissue processing:

- Use a sharp clean knife when preparing tissue in order to prevent the transmission of contaminants/cross-contamination and to avoid damaging the tissue sample.
- Cut the samples to be processed to a size that fits the type of tissue/embedding cassette being used allowing space for fluid flow around the specimen while in the tissue processor.
- Select the appropriate cassette for the sample size/type. Fragile/friable tissue samples should be processed in biopsy bags, or HistoScreen™ cassettes.
- Small biopsy samples should be packed in biopsy sponges or biopsy bags. Select one of the following cassette types to process small biopsies in: Biopsy cassette, MicroMesh™ cassette, Fine Pore cassette, HistoScreen™ cassette or Microscreen cassette.

Revos Operator Guide Issue 9 48

# Loading Specimens

Revos allows you to process up to six baskets of cassettes, at any one time.

#### Note

For details of the baskets that are available to hold specimen cassettes, refer to <u>Appendix A</u> – <u>Accessories</u>.



Be aware of the samples used. They may pose a biohazard.

Observe Good Laboratory Practice when handling tissue.

# Opening the Reaction Chamber:

• Open the Reaction Chamber. To do this, turn the handle anti-clockwise and lift the lid.

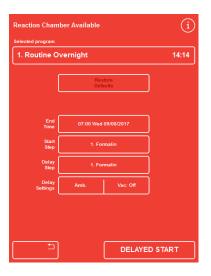
The Reaction Chamber Available screen is automatically displayed:

#### Note

When the lid is open, fumes are extracted through the downdraft filter above the Reaction Chamber.



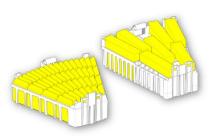
Chamber open, downdraft fan on



The Reaction Chamber Available screen

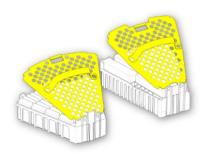
Loading Cassettes and Baskets:

Load the cassettes into the basket.



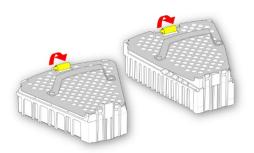
Loading cassettes into Standard and Megacassette Basket

 Fit the lid onto the basket by fitting the two hooks at the front of the lid into the locating holes on the basket.



Standard and Megacassette baskets

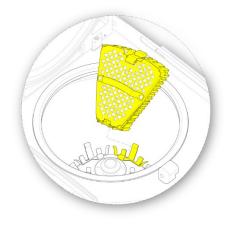
 Push the lid closed and ensure that it locks in place at the rear of the basket.



## Note

When you load the baskets into the chamber, ensure that the lid of the chamber does not fall onto your hands or fingers.

Load baskets into the chamber.

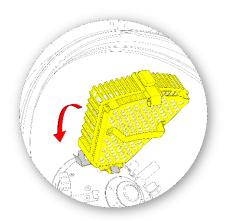


## Note

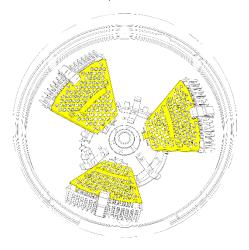
Make sure that the baskets are locked in their positions before closing the Reaction Chamber.

You can check the baskets are located securely by attempting to move them after clicking in place. If they do not move they are secure in place.

- Lock in place the correct location.
- Close the Reaction Chamber lid, ensuring the handle is fully turned to the locked position.



 If less than six baskets are loaded into the instrument, the baskets should be positioned around the whole chamber to balance the chamber whilst in operation.



# Starting a Program

A program can be started when specimens and baskets are loaded. The program will either start immediately or after a delay in fixative or alcohol. The length of the delay will vary according to the specified end time of the program.

Programs are started from the Reaction Chamber Available screen which is displayed when you open the lid to load samples. If this screen is not displayed, press **Process** on the Main Screen.

#### Note

You can add more cassettes once a process has been started. Refer to <u>Adding Specimens</u> for details.

For details of the default process and flush programs installed on Revos, refer to Appendix E – Program Examples.

To start a program:

- Ensure that the selected program is correct.
- Check that the displayed End Time and Start Step are correct.
- If the program uses a delayed start, ensure that the Delay Settings and Delay Step are correct.
- Press IMMEDIATE START or DELAYED START to start the program.
- When starting a program, the users should stay in front of the unit and wait until the first reagent is fully drawn in and the countdown timer has started.

#### Note

If you press the back button, rather than the start button, press **Process** on the Main Screen to redisplay the Reaction Chamber Available screen and start processing.

Pressing the back button will lose any changes made to the End Time, Start Step, Delay Step and Delay Settings.



Immediate Start



Delayed Start

Details of the status of the program, such as the current step and time remaining until completion, are displayed on the Monitoring screen which updates as the program moves through its defined steps.

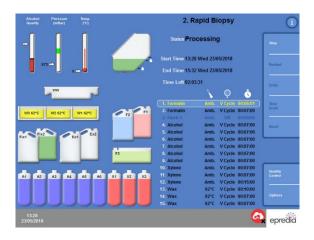
For additional information, refer to <u>Monitoring a</u> <u>Program</u>.

 If you are running an overnight program with a delayed start, the Reaction Chamber will fill with the delay step reagent and then hold until active processing starts to complete at the specified end time.

#### Note

If any Wax Baths are not at the correct processing temperature the wax temperature text will display in red and flash. If the wax is not at temperature before it is required, the specimens may be held in Xylene for a prolonged period. Make sure the wax will be melted before it is required.





The Monitoring screen

# Quality Control Checks

If the Quality Control screen appears automatically when you press the **IMMEDIATE START** or **DELAYED START** button, this means a usage limit for a reagent, wax or filter has been reached or that a reagent/wax rotation or replenishment is due.

The program will not start until all issues shown on the Quality Control screen have been resolved. For more information on renewing reagents, wax and filters, refer to <u>Quality Control</u>, <u>Filter and Reagent Renewal Limits</u>.

## Instrument Faults

A program will not start if there are faults with the instrument. These will be listed on the Fault Status screen, which is automatically displayed when faults exist and a program is started. The wrench (spanner) icon will also appear at the bottom of the Main Screen. Press this icon to access the Fault Status screen.

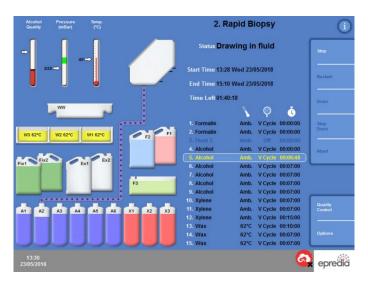
For more information on how to respond when the Fault Status screen appears, refer to <u>Using the Fault Status Screen</u>.

# Monitoring a Program

The progress of a running program can be viewed on the Monitoring screen. It displays a series of defined steps with the current program status, step position and reagent all indicated.

As the program progresses, the highlighted position moves down through the defined steps. Any steps that have been disabled are shown greyed out on the list.

Fluid transfer between the reagent containers and the Reaction Chamber is indicated by an animated connecting pipe.



Following the progress of a program

The Monitoring screen shows the following information:

Item	Description	
Status	Shows the status of the current processing operation:	
	Lid Check Please Wait:	The instrument is checking that the lid is closed.
	Valve Indexing:	The instrument is checking the position of the valve.
	First Fill - Please Wait:	The Reaction Chamber is filling with the first reagent.
	Drawing in fluid:	The Reaction Chamber is being filled with reagent.
	Processing:	The highlighted step is currently running.
	Draining:	The Reaction Chamber is draining.
	Stopped:	The process has been stopped using the Stop button.
	Aborting process:	The process has been stopped and then aborted using the Abort button.
	Waiting for wax:	The wax has not reached the correct temperature.
	Process complete:	The program has completed.
	Lid released	The Reaction Chamber lid is released and can be opened.
Start Time	The time (and date) that the program was started.	
End Time	The time (and date) that the program will end.	
	Immediate Start: Base	ed on the total time and the start time.
	Delayed Start: Base	ed on the total time and the preferred end time.
	Refe	er to Setting the Workflow Processing Options.
Time Left	The time remaining before the program completes.	
Reagent	The reagent used for each step in the selected program.	
Time	The time for each step in the selected program. If the start is delayed, the time in the delay reagent will be adjusted to ensure that the program completes at the specific end time.  When a step is currently highlighted and running, the time value indicates the time left before the step completes.	
	When a step has completed	d, the time displays as 0:00.

Item	Description	
Delay/Step Temp	The usage temperature for the program or flush step. This can be different from the storage temperature.	
	Note	
	Reagents cannot be cooled.	
Vac	The vacuum conditions in the Reaction Chamber during each step.  Three settings can be indicated:	
	Off:	Specimens are held at atmospheric pressure.
	On:	Specimens are held at approximately 600 mbar absolute (400 mbar below atmospheric pressure).
	V Cycle:	Specimens are held in a 15 minute, vacuum to atmospheric cycle that ranges from approximately 600 mbar absolute (vacuum conditions) through to atmospheric pressure.
	P Cycle	Specimens are held in a 10 minute, vacuum to pressure cycle that ranges from approximately 600 mbar absolute (vacuum conditions) through to 1200 mbar absolute (pressure conditions)

# Adding Specimens

Additional tissue cassettes or baskets can be added after a program has started.

Tissue should only be added during the fixative step.



If circumstances require tissue to be added after fixation, follow good laboratory practice.

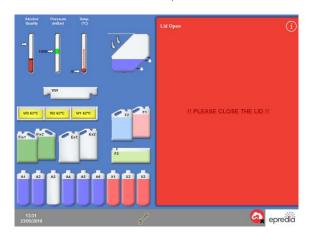
#### Note

The downdraft fan starts automatically when the lid handled is turned. This draws reagent vapours away from the Reaction Chamber.

It is not possible to open the lid if the Reaction Chamber is under vacuum; check the Pressure Gauge is in the green range before attempting to open the lid.

To add additional specimens or baskets:

- · Open the Reaction Chamber lid.
- Add cassettes or baskets, and then close the lid.



Lid released and opened, the Processing screen is displayed

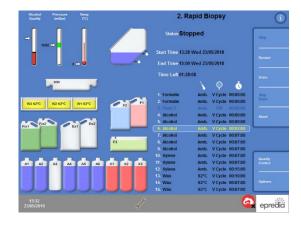
#### Note

If there is reagent in the chamber when you open the lid and you want to add more specimens or baskets, you can close the lid and the reaction chamber will rotate slowly. To stop the chamber from rotating at the desired location simply open the lid and the chamber will stop rotating immediately.

If you forget to restart the program, the On Hold Alarm will sound after the specified elapsed time.

For more information about the alarms that can be set, refer to Using Audio and Remote Alarms.

 If you do not add more baskets to the Reaction Chamber, just close the reaction chamber lid and press restart.



Lid closed, ready to restart processing

#### Note

Once the lid is closed the baskets will start to rotate in the chamber. The **RESTART** button must be pressed to continue the process

# Stopping a Process

If required, a program can be stopped. When processing has stopped, different buttons appear on the right of the Monitoring screen allowing you to:

- Drain the Reaction Chamber.
- Restart the step.
- Abort the entire program (for more information, refer to <u>Aborting a Program</u>).

#### Note

You cannot stop a program when the status is shown as 'Draining'. Only actively running programs can be stopped. If a program that is in a delay step is stopped, the time remaining will continue to decrease, however the program will not progress any further.

To stop a program:

• Press the Stop button.

The Status changes to 'Stopped' and the following buttons appear under the Quality Control and Options buttons:

- Drain All
- Restart
- Abort

To drain the chamber:

• Press the **Drain** button to empty the chamber.

The instrument checks the status of the lid and then drains fluid from the chamber. To stop the draining process, press the **Stop Drain** button when it appears.

#### Note

To continue processing, refill the chamber and restart the step using the Refill and Restart button. The instrument checks the status of the lid, draws in fluid then resumes processing if the lid is closed.

To restart a processing step:

Press the Restart button.

The instrument checks the status of the lid and then resumes processing if the lid is closed.

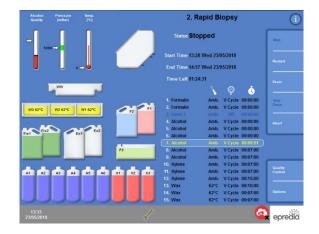
# Aborting a Program

If a program has been started in error, it can be stopped and then aborted.

To abort a program:

- From the Monitoring screen, press Stop to stop the active program.
- Press Abort.

After checking the lid, the status is shown as 'Aborting process'; the program is aborted, the Reaction Chamber is drained and the Main Screen appears.



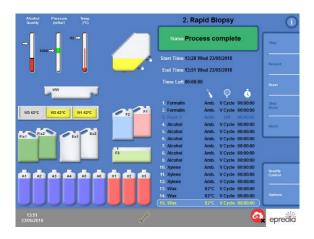
Aborting process

# Completing a Program

When processing has completed, the Process Complete screen is displayed.

You must then:

- Drain the Reaction Chamber and remove the baskets.
- Wipe away excess wax from the Reaction Chamber, lid and seal and flush the Reaction Chamber.



The process is complete



Be careful, baskets may be hot when you remove them from the Reaction Chamber.

Always use the handle of the basket lid.



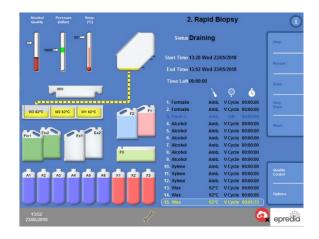
Avoid spilling residual reagent or wax onto the instrument's surface or onto the floor when removing baskets from the Reaction Chamber. Use tray supplied with instrument if required.

Draining the Reaction Chamber

To drain the chamber:

• Press Drain.

Wait until draining stops and the red Process Complete screen appears.



The Draining Screen

• Open the lid and remove the baskets.



Process Complete

# Cleaning the Reaction Chamber

Use clean, dry absorbent paper to wipe the Reaction Chamber after each processing run. This should be done before the flush cycle is started.

## Note

Flush reagents will clean more effectively if residual wax is removed from the chamber and baskets before a flush is carried out.

To clean the Reaction Chamber:



The lid seal and top surface of the Reaction Chamber must be kept clear of wax for the instrument to operate correctly.

The lid seal cannot be removed for cleaning. Do not try to remove it.

- Open the lid and use the plastic spatula provided to remove any solidified wax from the lid, top and sides of the Reaction Chamber.
- If necessary, wipe the surfaces of the Reaction Chamber with absorbent paper.
- Use absorbent paper to gently wipe the three level sensors in the Reaction Chamber.

## Cleaning recommendations

During cleaning, observe the following recommendations to avoid damaging the instrument:

- Do not use abrasive cleaners other than those provided with the instrument.
- Do not use metal tools to clean or scrape the Reaction Chamber.
- Do not use any chemicals other than those recommended in <u>Appendix D – Approved</u> <u>Reagents</u>.
- Do not scrape around the edge of the Reaction Chamber base. If any debris falls into this gap, carefully use forceps to remove it.

# Flushing the Reaction Chamber

## The Drain Complete screen

When the baskets have been removed from the Reaction Chamber and the reagent has been drained, the Drain Complete screen is displayed.

This screen prompts you to wipe the Reaction Chamber and level sensors and then flush the Reaction Chamber before starting the next process.

It is important to wipe the Reaction Chamber with clean, dry absorbent paper after every flush and to check for any contamination. Evidence of wax may indicate that the flush reagents need to be changed.

There needs to be at least 2 empty baskets in the chamber during a flush, to ensure that the fluid can reach all parts of the chamber.

#### Note

If you do not flush the chamber you will not be able to start a new process run. Ensure that you flush the chamber between processing runs.



The Drain Complete screen

#### To flush the chamber:

 To run a different flush program than the one selected, press on the name of the selected flush and choose the one that you want to run from the list.

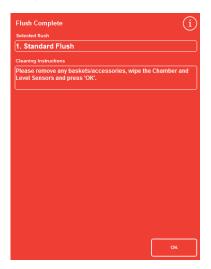
#### Note

After wax has been used, the instrument will make you run a standard or extended flush; it is not possible to set up a shorter flush.

 Press START to start the selected flush program.

The progress of the flush program is displayed on the Monitoring screen. Once the flush has completed, the Flush Complete screen is displayed.

Follow the on-screen instructions and Press OK.
 The instrument is now ready to process the next batch of specimens.



The Flush Complete screen

## Note

An 'Extended Flush' should be run in the following situations:

- The first flush after the flush reagents have been renewed.
- If a xylene substitute reagent is used.

# Flushing the Instrument

A separate flush function is available that can be used to run flush cycles outside of routine processing, as required.



If the Process button is not displayed on the Main Screen, you must run a flush program using the Flush button before you can start a new processing run.

## To flush the instrument:

- From the Main Screen, press Flush.
- To run a different flush program to the one automatically selected, press on the name of the selected flush and choose the one that you want to run.
- Press **START** to start the selected flush program.

# Advanced Processing

If you are running specimens through a specified program on a routine basis, there is no need to change any of the program parameters.

If you require more flexibility, use the Reaction Chamber Available screen before processing your specimens. From here you can select a different program, change the end time, starting step or delay settings.

#### Note

Any changes that you make to the parameters for a selected program apply only to the current processing run and are not saved.

# Selecting a Program

Revos can be configured to automatically select a default program on opening of the reaction chamber lid. The program can be different depending on the time of day (refer to <u>Setting the Workflow Processing Options</u>). Other programs can be selected, as required.

#### Note

If no default programs are defined (for example, within research laboratories), the Select a Program screen is displayed when the lid is opened. This allows operators to choose the required program by pressing the appropriate program button.

To change the currently selected program:

 On the Reaction Chamber Available screen, press the name of the Selected program: this will then give a list of available programs as detailed on the next page.



Changing the selected program

 A list of available programs is displayed on the Select a Program screen.

The currently selected program is shown in yellow.

 Select the program you want to run and then press OK.

The selected program is displayed on the Reaction Chamber Available screen.



The Select a Program screen

# Changing Program Parameters

Once you have selected the required program, you can either start the program or make changes to some of the available parameters before doing so.

#### Note

If you make any changes to the default parameters for a selected program, a warning symbol appears next to the changed parameter. This is for information purposes only and the program will still run when it is started.

 To reset the parameters back to the default values, press Restore Defaults.

#### Note

The Restore Defaults button only appears if changes have been made.



End Time has been changed - Restore Defaults button is enabled

# Adjusting the End Time

The end time for a program can be changed to a different time or day, as required. The start time will then adjust so the program ends at the specified end time. The program can also be set to start immediately with no delay.

#### Note

When the end time for a daytime program is changed, the start will be delayed. Delay settings and delay step can then be specified. If a program cannot complete at an end time in the current day, it will move forward to the next day.

To adjust the program end time:

 On the Reaction Chamber Available screen, press the program's End Time.



Changing the end time for the program

- The Reaction Chamber Available Set End Time screen is displayed:
- Use the number pad to set the required end time.
  - If the system clock is in 12-hour mode, press am/pm, as required.
- To move the end time back or forward by 24 hours, press Previous Day or Next Day, respectively.

#### Note

You should not normally need to move the time forward if the working week is defined correctly (refer to <u>Setting the Workflow Processing Options</u> for more information). However, if the selected day is a holiday, you may need to use the Next Day button.



The Reaction Chamber Available - Set End Time screen

- Press **OK** to save the changes.
- Start the selected program by pressing DELAYED START or IMMEDIATE START.

# Note

If you want the program to start immediately, select **No Delay** on the Reaction Chamber Available - Set End Time screen. Remember that if you do this, the program may complete when the instrument is unattended.

# Changing the Start Step

If required, the starting step for the selected program can be changed. You may want to do this if you are transferring specimens from another instrument.

To change the first step in the program:

 On the Reaction Chamber Available screen, press the Start Step button until the required step in the program is selected.

A warning symbol is displayed, indicating that you have made a change to the default start step for the selected program.

- To change the start, step back to its original setting, press Restore Defaults.
- Start the selected program by pressing IMMEDIATE START.

#### Note

All step start programs are immediate start programs.



Changing the start step

# Changing the Delay Settings

By default, the delay settings will hold specimens in the Reaction Chamber at ambient temperature with no vacuum. These conditions can be changed, as required.

#### Note

The delay temperature can be set at 1-55°C and ambient.

The instrument will not cool reagents below ambient conditions.

To change the delay temperature:

 On the Reaction Chamber Available screen, press the displayed Delay Settings temperature setting:

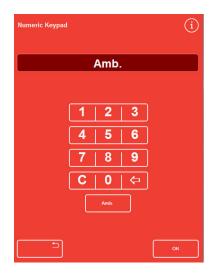


Changing the delay temperature

- The Reaction Chamber Available Set Delay Temperature screen is displayed:
- Use the number pad to set the required temperature. Alternatively, press Amb to hold the delay reagent at ambient temperature.
- Press **OK** to save the changes.

A warning symbol is displayed, indicating that you have made a change to the default delay temperature. To change the temperature back to its original setting, press Restore Defaults.

 Start the selected program by pressing DELAYED START.



The Reaction Chamber Available - Set Delay
Temperature screen

To change the delay vacuum setting:

- On the Reaction Chamber Available screen, press the displayed vacuum setting (Vac) until the required setting is selected.
- You can choose from:

Vac: Off:

Specimens are held at atmospheric pressure.

Vac: On:

Specimens are held at approximately 600 mbar absolute (400 mbar below atmospheric pressure).

## Vac: Cycle:

Specimens are held in a 15 minute, vacuum to atmospheric cycle that ranges from approximately 600 mbar absolute (vacuum conditions) through to atmospheric pressure.

## Press: Cycle

Specimens are held in a10 minute, vacuum to pressure cycle that ranges from approximately 600 mbar absolute (vacuum conditions) through to 1200 mbar absolute (pressure conditions).

 A warning symbol is displayed if you change the setting. To change the delay pressure back to its original setting, press Restore Defaults.



Changing the delay vacuum setting

 Start the selected program by pressing DELAYED START.

# Changing the Delay Step

The delay step specifies the reagent in which loaded specimens will be held before the program starts. This will default to the first step. For programs containing a fixative step the delay step can be changed to occur as part of the first alcohol step. This may be because the tissue specimens are prefixed or delicate.

To change the delay step:

 Press the appropriate button on the Reaction Chamber Available screen to select the reagent for the delay step.

The selected delay step is shown and can be either the first fixative step in the program or the first alcohol step.

A warning symbol is displayed if you change the step.

#### Note

If the delay step is changed to the first alcohol step, the temperature and vacuum settings used during the delay will be the same as those used within the alcohol step.

- To change the delay step back to its original setting, press Restore Defaults.
- Start the selected program by pressing DELAYED START.



The delay step - changed from the default

# Quality Control, Filter and Reagent Renewal Limits

When filters or reagents need to be changed, the Quality Control screen will appear when a processing run is started. The screen allows you to do the following:

- See how many weeks of use each filter has had and whether it is due to be replaced.
- Reset the usage value for a filter after it has been replaced.
- See which reagents are due to be rotated.
- Acknowledge prompts to discard or rotate reagents.
- Postpone wax discard or reagent rotation.

A yellow alert triangle is also displayed at the bottom of the screen. Any Quality Control alerts must be acknowledged or postponed to allow processing to start.

#### Note

You can check the status of the instrument's reagents and filters at any time by selecting the Quality Control option from the Main Screen.

Filter and Reagent Usage Information

Usage information is displayed over icons representing the Downdraft, Fixative and Charcoal replaceable filters and reagent bottles. The use limit count is displayed in weeks for the filters and number of times used for reagents. These limits can be set on the Use Limits screen (refer to Setting Use Limits for details).

For additional information about swapping filters, refer to <u>Fitting the Filters</u> and <u>Reagent</u>, <u>Wax and Filter Checks</u>.

#### Note

The recommended use limit for the filters is 13 weeks. This is set as the system default.

#### Examples:

The following symbols can be displayed over the filter icons:



The number indicates that the filter has been in use for seven weeks.

The colour green indicates that the filter is within the use limit period, defined on the Use Limit screen.



The number indicates that the filter has been in use for 12 weeks.

The colour yellow indicates that the filter should be replaced within one week.



The number indicates that the filter has been in use for 13 weeks.

The colour red and the warning triangle indicate that the defined usage limit has been reached.

Wax Discard and Reagent Rotation Information

The limits for wax discard and concealed reagent rotation are set on the Rotation Management screen (refer to <u>Triggers for Reagent Rotation</u> for details). Rotation triggers can be based on the following:

- A1 alcohol quality (recommended)
- Use limits
- Days of the week

Rotation information is displayed on the Quality Control screen. The information is based on the defined triggers and limits and informs which reagents are due to be discarded or rotated and when the discard or rotation will occur.

Use limits can be set on the Use Limits screen (refer to <u>Setting Use Limits</u> for details).

#### Note

The limit is based on counts only for Fix1, Fix2, F1, F2, and F3.



Quality Control – alcohol, xylene and wax rotation and discard information

# Renewing Fixative Reagents

If a yellow warning triangle alert appears inside the fixative reagent bottles on the Main Screen and Information Bar, change the reagents before running the next process.



Dispose of the used fixatives in accordance with local procedures and regulations.

To change fixatives:

- Open the main doors of the instrument.
  - The Quality Control screen appears.
- Take out the Fix1 and Fix2 bottles (if used) from the Reagent Storage Area. Replace the caps on the bottles and set the bottles aside for disposal.
- Press the Fix1 image on the Quality Control screen to select it.

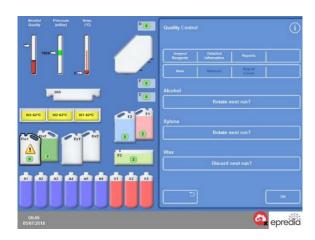
The Fix1 bottle is outlined in black.

• Press Remove on the Quality Control menu.



Removing Fix1 - Quality Control Screen

The Fix1 bottle image changes to empty with a warning triangle displayed within it.



Renewing Fix1 - Quality Control Screen

 If you are using two fixative steps, press the Fix2 image on the Quality Control screen and press Remove on the Quality Control menu.

The Fix2 bottle image changes to empty with a warning triangle displayed within it.

- Clean the fixative reagent dip tubes. Refer to Cleaning the Reagent Supply Bottle Dip Tubes.
- Put new 5 litre bottle of fixative in positions Fix1 and Fix2 (if used) inside the Reagent Storage Area and fully insert the bottle dip tubes.
- Press the Fix1 image on the Quality Control screen and press New on the Quality Control menu.

The warning triangle inside the image of Fix1 disappears.

 If you are using a second fixative, press the Fix2 image on the Quality Control screen and press
 New on the Quality Control menu.

The warning triangle inside the image of Fix2 disappears.

- Press **OK** to close the Quality Control screen.
- When you have finished replacing the fixative reagents, close the main doors.

# Renewing Flush Reagents

If a yellow warning triangle alert appears inside the flush reagent bottles on the screen and information bar, change the reagents before running the next flush cycle.



Dispose of the used flush reagents in accordance with local procedures and regulations.

To renew flush reagents:

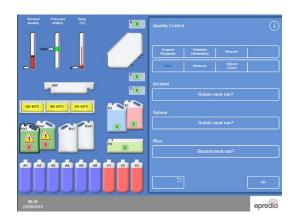
- Open the main doors and remove the flush reagent bottles from the Reagent Storage Area.
- Remove F2 first followed by F1 and then F3.
   Replace the caps on the F1 and F2 bottles and set the bottles aside for disposal.
- Press the F2 image on the Quality Control screen to select it.

The bottle is outlined in black.

Press Remove on the Quality Control menu.
 The F2 bottle image changes to empty.

#### Note

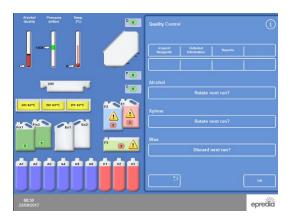
If the reagent use limits have not been reached, a warning triangle will appear on the bottle and the Information Bar when Remove is pressed. The warning triangle will already be present if the reagent has reached its use limit.



Removing a flush reagent - Quality Control Screen

Repeat for F1 and F3.

- Clean the reagent dip tubes and clean and refill the F3 water flush bottle.
  - For instructions, refer to <u>Cleaning the Reagent Supply Bottle Dip Tubes</u> and <u>Cleaning the Flush 3 Water Bottle</u>.
- Put the F3 bottle back into the instrument and place new five litre (or US gallon) bottles of F1 and F2 flush reagent in position, on top of the F3 bottle.
- Insert the reagent dip tubes in each bottle.
- Select each flush reagent in turn on the Quality Control screen and press New.
- Press OK to close the Quality Control screen.
- If all reagents have been replaced, close the main doors.



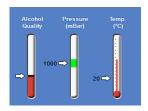
Renewing flush reagents - Quality Control Screen

# Renewing Dehydrants, Clearants and Infiltrants Using Rotation

The Quality Control screen is displayed automatically at the beginning of a process run if dehydrants, clearants or infiltrants (wax) need to be renewed.

# Alcohol Quality Warning

If alcohol quality in bottle A1 has reached the trigger for rotation (depicted by the white arrow reaching the top of the red bar), a triangle is displayed above the Alcohol Quality gauge on the Main Screen:



The Alcohol Quality gauge indicates rotation due

# In-process Reagent Rotation

Revos uses an in-process system of reagent rotation for managing the renewal of dehydrants (A1-A6), clearants (X1-X3) and infiltrants (W1-W3) across twelve containers, using one rotation procedure. This process operates in the following way:

- The used reagent from the appropriate containers (used for the first steps in these processing groups) is discarded into the exchange bottles or waste wax tray.
- The rest of the reagents are rotated (A2 becomes A1, A3 becomes A2, and so on.)
- The last container in each group (A6, X3 and W3) is left empty ready for fresh reagents to be loaded.

#### To rotate a dehydrant:

 When the reagents are due to rotate, the Quality Control screen will automatically display 'Will rotate next run' in yellow under the appropriate reagent.



Select the reagent to be rotated

'Rotate next run?' changes to 'Will rotate next run Place an empty bottle in Ex1 position'.



Alcohol will rotate on the next run

• To postpone or cancel the rotation click on the button.

#### To rotate a clearant:

 Press Rotation due next run to select the group of reagent bottles which are due to rotate.



Select the reagent to be rotated

'Rotate next run' changes to 'Will rotate next run Place an empty bottle in Ex2 position '.



Xylene will rotate on the next run

To postpone or cancel the rotation click on the button.

#### To discard wax:

 Press Discard due next run to select the wax baths.



Selecting the wax baths

 'Discard next run?' changes to 'Will discard next run Place an empty Wax Waste tray in WW position'.



Wax will discard on the next run

 To postpone or cancel the rotation click on the button.

# Reagent Rotation Example

A typical example procedure where alcohol, xylene and wax are rotated at the same time, triggered by the quality of alcohol in bottle A1 is described below. The example assumes a schedule of one process run per day.

# Day 1

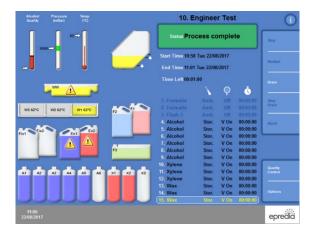
- The alcohol quality has reached its defined limit and a triangle is displayed above the Alcohol Quality Gauge on the Main Screen.
- The Quality Control screen is displayed automatically when the next processing run is initiated.
- The alcohol and xylene buttons on the Quality Control screen both indicate 'Will rotate next run'.
- The wax button indicates 'Will discard next run'.
- Press OK at the bottom of the Quality Control menu.
- Open the instrument's doors and ensure that the exchange bottles, Ex1 and Ex2 are empty and that an empty consumable waste wax tray (WW) is fitted above the wax baths, W1 and W2.
- Close the doors.
- Start processing to continue with the rotation.

Revos uses reagent A1 as normal and discards it into EX1 at the end of the step. The subsequent alcohol bottles are used in their usual order but all are moved forward by one position when the alcohol is returned. For example, the content of A2 becomes the new content of A1.

The xylene and wax are rotated in a similar way; X1 is discarded into EX2, W1 is discarded into WW.

## Day 2

 When the processing run has completed, the display indicates A6, X3, and W3 are empty; Ex1, Ex2 and WW are full.



Empty and full positions prior to the completion of rotation

# Replace Wax:

 Open the main doors, and carefully take out the consumable waste wax tray.

The Quality Control screen appears.

- On the Quality Control screen, press the waste wax tray (WW) and then press Remove.
- Take a new consumable waste wax tray and slide it into position above the wax baths.
- Add wax pellets to the empty wax bath W3.
- Press 'New' to confirm new wax is loaded.
- Ensure the 'Discard next run?' is selected.
- While the wax is heating, replace the alcohol and xylene.



Confirm wax is loaded button

# Replacing the Alcohol and Xylene

- Take out containers Ex1 (waste alcohol) and Ex2 (waste xylene) and dispose of the contents, following local regulations.
- Place new 5 litre (or 1 US gallon) bottles of 100% alcohol and xylene into positions Ex1 and Ex2.

#### Note

The majority of under-fill problems on Revos, can be eliminated by using 5 litre reagent bottles.

- On the Quality Control screen, press the Ex1 Bottle and remove then press New.
- Press the Ex2 Bottle on the display and remove then press New.

#### Note

Before continuing, ensure that the wax level is correct; refer to <u>Loading Wax</u> for details. Running your next process completes the reagent rotation by transferring the fresh reagents to their new positions.

# Chapter 4 - Advanced Operation

This chapter describes how to take control of the settings and programs which are used by Revos to process specimens efficiently and safely. The following subjects are covered:

- Managing and ensuring the quality of the reagents and waxes that are used for specimen processing.
- Setting the triggers that prompt operators to change the reagents in order to maintain the quality of specimen processing.
- Controlling how and when specimens are processed.
- Creating new programs and flushes to meet specific processing requirements.
- Adding access code protection to certain system functions.
- Defining the alarms and alerts that are triggered when particular system events or instrument malfunctions occur.
- Saving instrument and program settings to removable media.
- Sending specific system event data from the instrument via a LIMS interface.
- Changing the system time, date and display language.

# Reagent Management

Revos ensures that each reagent is used in the most cost-effective way. When required, you will be prompted to change fixative and flush reagents and to initiate automated discard and reagent rotation processes from the concealed bottles. Unless the instrument is being moved or decommissioned, there will not be any need to remove all of the reagents from the instrument.

# Configuring and Loading Reagents

Reagents are configured and loaded when the instrument is set up. For details, refer to Chapter 2 – Installation and Setup.

To load in different dehydrants, clearants and infiltrants, you must unload the current set of reagents using the Unload Reagents option (refer to <u>Unloading Reagents</u>) and then load in the new set of reagents using the Load Reagents option (refer to <u>Loading Reagents</u>).

#### Note

Load Reagents and Unload Reagents, should only be used when the entire set of reagents on-board the unit are being replaced. If it's not the entire set (i.e. A1 through W3), then Inspect Reagents should be used & reagents can be replaced selectively.

Revos Operator Guide Issue 9 73

# Reagent and Filter Quality Control

Revos continually monitors reagents and filters against quality and usage parameters to ensure that processing is safe, reliable and reproducible. These parameters are set manually and determine when quality control alerts to change reagents or filters are issued.

All of the options required to check and monitor reagents and filters are in the Quality Control menu. To display the menu, from the Main Screen select **Quality Control**.

In addition to viewing the status of all reagents and filters, you can:

- Acknowledge, request or postpone rotation prompts.
- Draw a particular reagent into the Reaction Chamber for inspection, sampling, topping-up and, if necessary, discarding.
- · View detailed information about reagents.
- Run and view reports which provide summary and detailed information on reagent usage.

# Reagent, Wax and Filter Checks

The status of reagents, wax and filters can be viewed from the Quality Control screen. Here you will see a combination of colour-coded use counts, warning triangles and rotation status labels indicating which filters or reagents need to be changed or are due to be rotated.

For additional information about the filters, refer to <u>Fitting the Filters</u> and <u>Filter and Reagent Usage Information</u>.

The **Detailed Information** option provides more information on a particular reagent, including loading dates for concealed bottles and wax, reagent usage count and date of the last reagent rotation. For more information, refer to <u>Displaying</u> <u>Detailed Reagent Information</u>.

Where necessary, any concealed reagent or wax can be drawn into the Reaction Chamber for visual inspection or sampling outside of processing. Refer to <u>Inspecting Reagents and Waxes</u> for more information.

#### Note

Information for a specific wax bath or concealed reagent bottle is only available using the Detailed Information option.

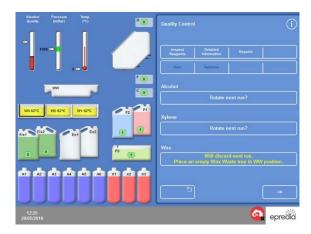
To check the status of the filters, reagents and wax:

• From the Main Screen, press Quality Control.

The Quality Control screen shows the status of the filters, fixatives and flush reagents.

Buttons showing the rotation or discard status are displayed in the Quality Control menu.

- Check the status of reagents, wax and filters and rotate, discard, or change, as necessary.
- Press **OK** to return to the Main Screen.



The Quality Control screen

# Displaying Detailed Reagent Information

The Detailed Information screen shows information about the usage of the reagent bottles and wax baths.

To view detailed reagent information:

• Select Quality Control > Detailed Information.

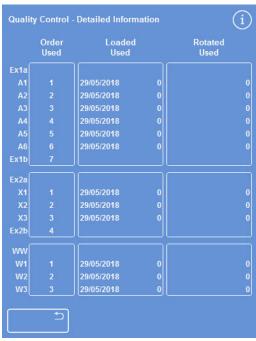
The Quality Control - Detailed Information screen appears.

Detailed Reagent Information Fields Explained

The following information is displayed on the Quality Control - Detailed Information screen:

Columns	Description	
Order Used	The order in which the reagent bottles and wax baths are used.	
Loaded Used	The date the reagent was loaded into the instrument using the Load Reagents option (refer to Loading Reagents) and the number of times the reagent has been used at its current position.	
Rotated Used	The date that the reagent was last rotated and the number of times it has been used since the rotation.	

Rows	Description	
Ex1a	Exchange bottle – containing discarded reagent	
A1, A2, A3, A4, A5, A6	Alcohol bottle positions	
Ex1b	Exchange bottle – containing new reagent	
Ex2a	Exchange bottle – containing discarded reagent	
X1, X2, X3	Xylene bottle positions	
Ex2b	Exchange bottle – containing new reagent	
WW	Waste wax tray	
W1, W2, W3	Wax baths	
A1 Quality	Percentage used as shown on main screen	



The Detailed Information screen with fixative adjustment

# Changing the Fixative Use Count

If you are temporarily using different types of fixative, it is possible to reinstall a fixative count rather than changing it.

 Select the fixative bottle that you want to reinstall.

The bottle is highlighted, and an Adjust Count button appears below the A1 Quality information.

 Press the Adjust Count button, enter the required use count using the keypad and then press OK.

A new use count appears on the fixative bottle.

- Press to return to the Quality Control menu and Quality Control screen.
- Press **OK** to return to the Main Screen.

# Inspecting Reagents and Waxes

In addition to viewing detailed usage information on reagents, you can draw a reagent into the Reaction Chamber for visual inspection.



Reagents must be inspected in an empty chamber, without baskets.

Once in the Reaction Chamber you can:

- Lift the Reaction Chamber lid and inspect or sample the reagent.
- Check that the volume / fluid level is correct.

When the instrument is loaded from five litre bottles, the chamber fluid reaches the top marking round the central cone in the reaction chamber.

If using 1-gallon (US) bottles, the chamber fluid level reaches the lower marking on the central cone.

 Add more reagent if the level is too low, but do not overfill

> Wax must be present in the Reaction Chamber for a minimum of 10 minutes before returning to the wax bath.



If wax is drawn into the Reaction Chamber, run a flush before you inspect another reagent or initiate a processing run.

After inspection, the reagent can either be returned to the reagent bottle or wax bath or discarded. If you discard a reagent, you will be prompted to load a new reagent into that position.

When you inspect reagents, there is a risk that processing reagents could become contaminated. Always inspect reagents in an order based upon reagent miscibility and flush between reagent checks as needed.



After inspecting xylene or equivalent reagents, run a flush before further processing. Refer to <u>Flushing the Instrument</u> for details.

# Inspecting a Reagent

You can inspect any of the instrument's reagents, including the dehydrants (A1-A6) and clearants (X1-X3) in the concealed bottles at the back of the instrument and the wax in the three wax baths (W1-W3).

# Note

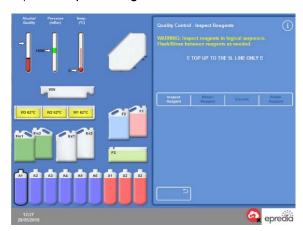
You cannot start a processing run when you are inspecting a reagent. After inspection, ensure that you either return the reagent to its bottle or wax bath or discard it and load a new reagent after inspection. The Process and Flush buttons are not displayed when inspecting a reagent.

To inspect a reagent:

- Select Quality Control > Inspect Reagents.
- Select the reagent that you want to inspect by pressing the bottle or wax bath on the Touchscreen.

The reagent bottle or wax container will become highlighted.

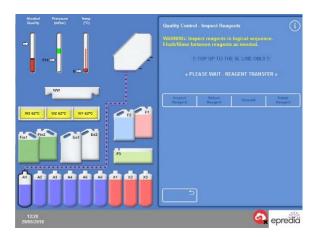
• On the Quality Control - Inspect Reagents menu, press Inspect Reagent.



Highlighted reagent at position A1, selected for inspection

The selected reagent is transferred to the Reaction Chamber.

 Lift the chamber lid and inspect or sample the reagent, as required.



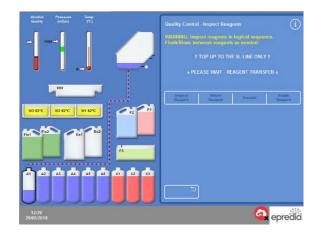
Reagent transfer from A1 to the Reaction Chamber

- Check that the fluid level is correct.
  - If not, more reagent can be added to ensure that the level in the Reaction Chamber is correct.
- The two lines around the central core indicate the min and max levels for a reagent.
- After checking, choose from one of the options displayed on the Quality Control - Inspect Reagents screen.
- Press Return Reagent to keep the reagent and drain it from the Reaction Chamber back into the same bottle or wax bath.

You can then inspect another reagent.

- or -

Discard the reagent or wax using the **Discard** option.



Reagent inspection options

#### Note

If you are inspecting different reagent types, inspect them in a logical sequence and ensure that you flush the Reaction Chamber as necessary to prevent reagent contamination.

# RFID Reagent Inspection

• When entering the Quality Control - Inspect Reagents screen select the bottle to inspect.

#### Note

You will be able to see the Reagent Data which will allow inspection of the reagent's details.

 To draw the reagent into the chamber, for visual inspection, press the Inspect Reagent button.

#### Note

Once the reagent is in the chamber the decision can be made to Return the Reagent to the original bottle or Discard.



Discarding a Reagent after Inspection

Reagents or wax can be discarded after inspection, if required.

To discard a reagent:

- Inspect the reagent in the Reaction Chamber.
- Press Discard.
- Ensure that you have placed an empty bottle in position Ex1 or Ex2.
- Press Confirm Loaded to drain the reagent from the Reaction Chamber into the empty exchange bottle.
- Discard the used reagent in accordance with local procedures and regulations.

#### To discard wax:

• Inspect the wax in the Reaction Chamber.

#### Note

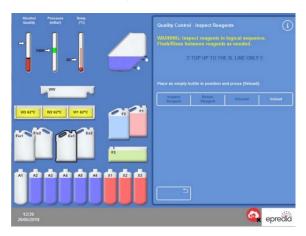
Wax must be present in the Reaction Chamber for a minimum of 10 minutes before returning to the wax bath.

When inspecting wax, the chamber will require preheating before it will begin to draw in the wax. There will be a delay. The first wax inspected should remain in the chamber for 10 minutes before returning or discarding to prevent any blockages from wax.

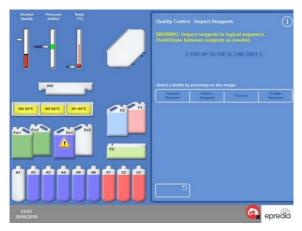
- Press Discard.
- Ensure that an empty consumable wax waste tray is installed in the instrument.
- Press Confirm Loaded to drain the wax from the reaction chamber into the wax waste tray.
- Discard the waste wax in accordance with local procedures and regulations.
- Fit a new consumable wax waste tray.

# RFID Discarding

 When the reagent is required to be discarded the sequence is press the Discard button, ensure an empty bottle is placed in the appropriate Ex location and then press the Unload button.



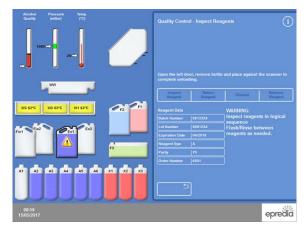
 The system will then drain the reagent to the appropriate Ex bottle.



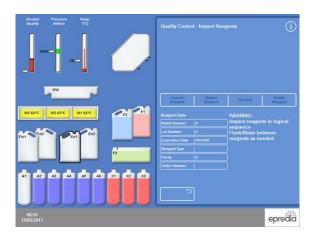
• To complete the unloading process select the Ex bottle and select the Remove Reagent button.



- The prompt is then shown to request the bottle is scanned out by removing and placing against the left door. To complete the process, follow the instructions and wait for the system to write to the tag to indicate that it is waste.
- If a 'BONG' noise is generated the user will need to either move the bottle to get it into the correct position or adjust the door to be closer to the bottle.
- If a 'Bing' noise is generated this will confirm the scan has been successful.



 Once the process is complete the appropriate Ex bottle will become empty and the Reagent Data will be blanked.



Loading a Reagent or Wax after a Discard

Reagents or wax can be loaded after a discard, if required.

To load a reagent:

- Highlight the bottle to be loaded by pressing the graphic on the screen.
- Press Load Reagent.
- Ensure that the new reagent is loaded in position Ex1 or Ex2.
- Press Confirm Loaded to draw the reagent into the Reaction Chamber and then into the highlighted concealed bottle.

#### Note

Do not leave the Inspect Reagents screen during reagent transfer.

To load wax:

- Load wax pellets into the required wax bath.
- Highlight the wax bath that has been loaded by pressing the graphic on the screen.
- Press Waxbath Heater ON to start heating.

Rotating a Reagent or Wax after a Discard

Reagents or wax can be rotated manually after a discard, if required.

#### Note

This option is only available if the bottle position to the left of the reagent being inspected is also empty.

To rotate a reagent:

- Inspect the reagent in the Reaction Chamber.
- Press Rotate Reagent to drain the reaction chamber and to shift the reagent down into the next concealed reagent bottle.
- Inspect the next reagent and follow the same sequence to manually rotate all reagents.

To rotate a wax:

• Inspect the wax in the Reaction Chamber.

#### Note

Ensure you leave the wax in the reaction chamber for a minimum of 10 minutes if this is the first wax in the reaction chamber.

- Press Rotate Reagent to drain the Reaction Chamber and to shift the wax down to the next wax bath.
- Inspect the next wax bath and follow the same sequence to manually rotate all waxes.

Running and Viewing Reports

Various reports are available to help you assess instrument performance and reagent usage.

Reports comprise a range of different event logs that are presented together in order to provide information on specific system events, for example, temperature readings. Reports can be generated according to the time at which events occurred and the event log types.

You can generate a report by selecting a time period and then choosing a report type. Reports can be viewed on screen or saved onto a USB memory stick for viewing on a computer.

#### Note

Some reports can be large and may be truncated before they are displayed on screen. To see the full report, save the report to USB and view it on a computer.

The following time periods can be specified:

Last Run:

Retrieves the event logs for a chosen report that were generated from the time the last process run was started through

to the present time.

Last 24 Retrieves all of the event logs for Hours: the chosen report that were

generated over the previous 24 hours and up to the present time.

Last 7 Days: Retrieves all of the event logs for

the chosen report that were generated over the previous seven days and up to the present

time.

All Data Retrieves all of the event logs for

a chosen report that were generated from the last instrument reset up to the

present time.

The following reports are available to view:

Program
Printouts:\*

A list of all programs and their parameters that are currently installed on the instrument.

Full Event Log: A log of every event

generated from the last instrument reset to the present time.

Note

This report will be very

large.

Concise Event Log:

A reduced version of the full event log containing only

process log events.

Quality Control Status:\*

A single page report showing information about the usage

of the reagent bottles and

wax baths.

Quality Control History:

Rotation and reagent management event logs, for

example, specific gravity

readings.

Temperature Status:\* This captures immediate temperature data for the wax

and reaction chamber and

current fluid levels.

Temperature History:

Shows a range of temperature readings for

process and flush cycles.

Instrument Setup:\*

Shows the complete set of configuration settings, in text form, that are currently being

used on the instrument.

<sup>\*</sup> These reports are independent of the specified time period.

To view reports:

- Select Quality Control > Reports to display the Quality Control - Reports screen.
- Choose the time period for the report.
- To display a single report on the screen, press
   View next to the report that you require.

The report is displayed on the screen.

- Use your fingertip on the Touchscreen to scroll down through the report.
- Press **OK** to exit.

Saving reports:

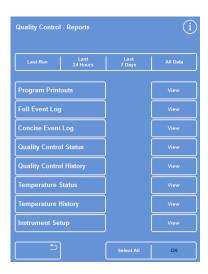
# Note

Before saving reports, ensure that a USB memory stick is in place in the instrument.

- Select an individual report or multiple reports.
   After selection, reports are highlighted in yellow.
- Press OK to save and exit from the screen.
   The light on the USB memory stick flashes while saving is in progress.
- Press **OK** to return to the Main Screen.

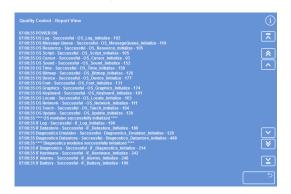
# Note

OK will appear shaded if a USB memory stick is not inserted.



Quality Control - Reports screen

- The Quality Control Report View screen shows all the relevant information logs for the report selected.
- The buttons on the right-hand side of the screen allow the user to scroll up and down the report by single lines, sections or straight to the top and bottom of the report.



Report screen scroll buttons

# Reagent Rotation

Revos uses an in-process system for maintaining dehydrants, clearants and infiltrants.

Manually defined triggers are used to inform an operator, via the Quality Control screen, that a defined reagent has reached its usage limit and should be rotated. For more information, refer to <u>Triggers for Reagent Rotation</u>.

When a reagent is rotated, Revos completes the process in the following way:

- The used reagent is discarded from the appropriate containers (used for the first steps in these processing groups, for example, A1, X1 and/or W1).
- The rest of the reagents are rotated by moving each reagent down by one position.
- On the next processing run, fresh reagents are drawn up from the appropriate Exchange bottles, used during the process and then drained into the last concealed bottle position within the groups.

#### Note

Be careful to ensure that discarded waste is not accidently reloaded back into the instrument.

Rotation is automatic and simply requires the operator to acknowledge system prompts, place Exchange bottles into the appropriate positions and waste wax tray and to load new reagents when prompted to do so. The usage of fixatives, flush reagents and filters is also tracked and system alerts are displayed when these need to be changed.

The rotation process and renewal of other reagents and filters occurs as part of routine processing but can be requested at any time. Refer to <u>Quality</u> Control, Filter and Reagent Renewal Limits.

Triggers for Reagent Rotation

#### Note

All such prompts can either be acknowledged or postponed, but for quality reasons, we suggest acknowledging the prompts when they are received

Triggers for reagent rotation can be based on days of the week, usage counts or alcohol quality:

Days of the week:

Prompts to rotate reagents or discard wax are issued on the chosen day(s). Multiple days

can be highlighted.

Usage counts:

Prompts are issued to rotate reagents or discard wax when the defined usage limit for a reagent or wax is reached.

Alcohol quality:

The specific gravity of alcohol in reagent bottle A1 is monitored. When this falls below a set level and into the red zone on the Alcohol Quality gauge, prompts are issued to rotate reagents or discard wax.

Setting Triggers for Reagent Rotation

The triggers for reagent rotation are set from the Rotation Management screen. All three reagent groups can be set to rotate based upon the same trigger or a combination of different triggers.

#### Note

For optimum reagent utilisation and processing, it is recommended that concealed reagent and wax rotations are based on A1 alcohol quality.

To set rotation triggers:

- Select Options > Instrument Setup > Rotation Management.
- The Instrument Setup Rotation Management screen is displayed.
- The current rotation triggers are highlighted in yellow. The default trigger is A1 Quality.

#### Note

It is only possible to have one type of rotation trigger set for each reagent group. The selected trigger will automatically override any triggers that were set previously.



The Instrument Setup - Rotation Management screen

 To base rotation on days of the week, press the button(s) corresponding to the day(s) on which you want to rotate the reagents or wax.

The chosen day(s) will be highlighted in yellow.

• Press **OK** to save.



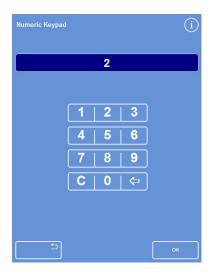
Rotating based on day of the week (wax on Friday)

- To base rotation on usage counts, press Use Limit and set the use limit using the number pad.
   To turn the limit off, enter zero (0).
- Press OK when you have set the required limit.

The Use Limit button will indicate the new limit in yellow or will read 'Off' if zero has been entered.

#### Note

If a use limit of zero is entered, a Quality Control rotation trigger will not have been set for that particular group.



Rotation based on use limits

 To base reagent rotation on alcohol quality, press A1 Quality for each of the reagent groups. If all Rotation Management automatic triggers are disabled for any reagent group a warning triangle will appear. In this situation reagent rotation must be requested manually.



# Note

The factory default value for the A1 Quality Threshold is approximately 45%. Be careful if you adjust this value as, over a period of time, any increases or decreases can result in either higher or lower than optimal alcohol concentrations and can adversely affect tissue quality.



A1 Quality button (for Xylene)

 Use the up and down arrow buttons to adjust the A1 Quality Threshold for earlier or later reagent rotations.

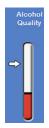
The threshold is represented by the red zone on the Alcohol Quality gauge (left side of screen).

Each arrow button press expands or contracts the zone by approximately 1.25% from the black line. When the red zone exactly meets the black line, the A1 Quality Threshold is at the factory default setting of 45%.

- Press **OK** to save.
- To return to the Main Screen, press OK repeatedly.



A1 Quality Threshold up and down buttons



Alcohol Quality Gauge

# Requesting Reagent Rotation

Rotation schedules are automatically controlled by alcohol quality, use counts or days of the week; however, it is also possible to add in additional manual rotations as required.

#### Note

The Quality Control screen is displayed automatically at the beginning of a process run if any of the reagents or filters are due for renewal.

To request rotation of a reagent:

- From the Main Screen, press Quality Control.
- On the Quality Control screen, press Rotate next run? to select a group of reagent bottles.



Requesting reagent rotation for X1-X3

• The text will change to 'Will rotate next run'.



Reagents will rotate next run

- Press same key to return to 'Will rotate next run'.
- To return to the Main Screen, press OK.



Cancelling the request

To request wax discard:

- From the Main Screen, select Quality Control.
- On the Quality Control screen, press Will discard next run to select the wax baths.

Notice that the wax baths are highlighted in black.

 From the Quality Control menu, press Request Discard.



Requesting a wax discard

- Press same key to return to 'Will rotate next run'.
- To return to the Main Screen, press OK.



Wax will discard next run

# Customisation and Workflow

Revos has default settings that will enable your laboratory to process specimens through typical daily processing cycles. In addition, it is possible to change some of the available settings to utilise reagents more efficiently, to change the days of the week that the instrument is available for automatic delay purposes, or to change the programs which are offered by default at various times of the day. These changes are made using the **Customisation** option which is accessed from the Instrument Setup menu.

# Customising Your Instrument

You can customise Revos, adding your own text to appear at the bottom of the screen, next to the Epredia logo. You can also specify how the Reaction Chamber is filled, how long a program can be left on hold before an alarm sounds and define when the instrument goes into power-save (dimmed) mode.

To customise your instrument:

 Select Options > Instrument Setup > Customisation.

The Instrument Setup - Customisation screen appears.

 To record information about the instrument or your location, press the Instrument ID field or the Customer Text field.

The on-screen keyboard appears.

- Enter the text that you want to display and press
   OK.
- Select the required filling options, alarm setting and shift pattern. See below for details.
- Press **OK** to save the settings.

Any changes to the Instrument ID and Customer Text will now be shown in the information bar at the bottom of the screen.

 To return to the Main Screen, press OK repeatedly.



The Instrument Setup - Customisation screen

# Customisation Options Explained

The following table summarises the Revos customisation options:

Option	Description	
Instrument ID	A text field which can be used to record information about the instrument. A maximum of 30 characters can be entered. The text is displayed at the bottom of the Main Screen, next to the Epredia logo. The text is also added to reports to help with identification, refer to <a href="File Operations">File Operations</a> for more information.	
Customer Text	A text field which can be used to record customer-specific information. A maximum of 30 characters can be entered. The text is displayed at the bottom of the Main Screen, next to the Epredia logo and under the Instrument ID text.	
Workflow Setup	Opens the Customisation - Workflow Setup screen. Refer to Setting the Workflow Processing Options for details.	
On Hold Alarm	This setting specifies how long a program can be left on hold before an alarm sounds. Press the button to set the required time (1–5 minutes).	
Shift Start	This setting defines the start of the working day; this is when the instrument comes out of power-save (dimmed) mode. Press the button to specify the shift start time.	
Shift End	This setting defines the end of the working day; this is when the instrument goes into power-save (dimmed) mode. Press the button to specify the shift end time.	

Revos Operator Guide Issue 9 88

# Setting the Workflow Processing Options

Revos can be setup to operate in one of three different processing modes:

Single Program: This option allows you to define a single default program which will be available to operators at all times of the day.

Daytime
Overnight:

If specimens are processed overnight and also during the day, this option allows you to specify the programs that will be available at specific times of the day.

If there are different groups of operators using the instrument, the default program option can be removed to allow operators to select the program that they want to use when the Reaction Chamber lid is opened.

No Default:

#### Note

If required, operators can still choose a different program from the displayed default when processing specimens.

To set workflow processing options:

- Select Options > Instrument Setup > Customisation.
- From the Instrument Setup Customisation screen, press Workflow Setup.

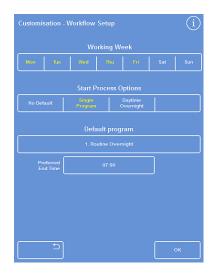
The Customisation - Workflow Setup screen appears:

 Select the required options. Additional fields may appear depending on the options that you choose (refer to <u>Workflow Setup Options</u> Explained).

If you select **Single Program**, the instrument will assume you wish to process specimens overnight and offer the default overnight program.

If you select **Daytime Overnight** you will be required to specify the program offered during

the day (up until the time that you select in Available Until) and the overnight program.



# The Customisation - Workflow Setup screen

- To change any one of the default programs, press the appropriate program button and choose the required program from the Select a Program screen.
- Press OK to save the selected workflow options.
- To return to the Main Screen, press **OK** repeatedly.



Daytime Overnight processing option selected

# Workflow Setup Options Explained

The options and settings on the Customisation - Workflow Setup screen are as follows:

Option	Description		
Working Week	Sets the days of the week that the instrument will be in use. Selected days are shown in yellow.		
	Sets the process type which is selected when you initiate a processing run. You can choose from:		
	Single Program:	One program (the default program) is offered by default at all times of the day. Choose this option if you only run one type of process.	
Start Process Options	Daytime Overnight:	Different programs can be set for daytime and overnight processing. Choose this option if you routinely process specimens during the day and overnight.	
	No Default:	No program is offered by default and the operator must manually select the required program. Choose this option if you are using Revos to run a variety of process types.	
Default Program	If Single Program is selected, the program that is offered at all times of the day is set here. Press the button to choose the required default program from the Select a Program screen.		
Daytime Program	If Daytime Overnight is selected, the program that is offered for daytime processing is set here. Press the button to choose the required daytime program from the Select a Program screen.		
Overnight Program	If Daytime Overnight is selected, the program that is offered for overnight processing is set here. Press the button to choose the required overnight program from the Select a Program screen.		
Preferred End Time	Sets the end time for the chosen delayed start program (does not apply to an immediate start program).		
Available Until	The latest time Revos will offer the daytime program. After this time, the overnight program will be offered. Press the button to set the time.		

Revos Operator Guide Issue 9 90

# Programs and Flushes

Revos uses programs and flushes to process specimens or flush the system prior to another processing run. Programs and flushes are built up from a series of user-defined steps or instructions. Each individual step comprises a number of parameters which can be set individually or applied to a group of steps using the same reagent type. Steps can also be disabled if, for example, you want to use only one fixative step or are using xylene-free processing.

The following step parameters can be changed:

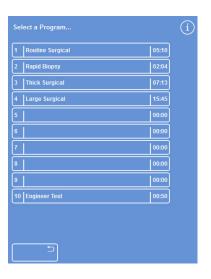
- The temperature of the reagent used in a particular step.
- The time for the processing step.
- The vacuum/pressure conditions under which the processing step takes place.
- The time that specimens are allowed to drain between processing steps.

# Viewing Program or Flush Details

You can view details of all of the programs and flushes that have been defined on your instrument. The individual program or flush steps can be changed, as required. Refer to Editing a Program or Flush for more information on changing programs and flushes.

To view program details:

- From the Main Screen, select Options > Edit Programs to display the Select a Program screen.
- Choose the program that you want to view.



Selecting a program

The Options - Edit Program screen displays details of the fixative and dehydrant steps in the selected program.

#### Note

To display steps for clearants and infiltrants, press the V button.



Fixative and dehydrant step details

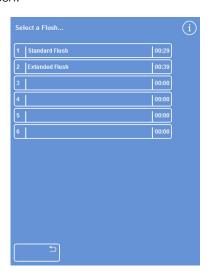
- To return to the Select a Program screen, press
- To return to the Main Screen from the Select a Program screen, press and then **OK**.



Clearant and infiltrant step details

To view flush details:

- From the Main Screen, select Options > Edit Flushes.
- Choose the required flush program from the screen:



Selecting a flush

The Options - Edit Flushes screen displays details of the selected flush:

- Press to return to the Select a Flush screen.
- To return to the Main Screen from the Select a Flush screen, press and then **OK**.



Flush details

Program and Flush Parameter Fields Explained

Each step in a program or flush comprises a set of parameters which can be adjusted independently. These parameters are explained in the following table:

Parameter	Description		
Step Number	Shows the step number in the program or flush. Each program can have up to 15 steps. Flushes have three steps.		
Selection box	Press this box to include or exclude a fixative step or dehydrant / infiltrant / clearangroup from the program or flush. If a step is disabled, it is shown as shaded on the Monitoring screen during a program or flush run.  Note  The selection box is not available for mandatory flush steps.		
Reagent Name / Reagent Group Name	Shows the name of the reagent or reagent group.  For more information on reagent names and storage temperatures, refer to <a href="Defin Reagent Names">Defin Reagent Names</a> and <a href="Setting Reagent Storage Temperatures">Setting Reagent Storage Temperatures</a> .		
Temperature	Shows the usage temperature for the program or flush step. This can be differe from the storage temperature.  Press the button to specify the required step temperature up to 55°.  Note  Reagents cannot be cooled.		
Time	Shows the time (hours and minutes) for each processing step - the maximum is 99:59.  Press the button to specify the required step time.  *Note**  The time to transfer reagents is included in this time. Steps should be at least three minutes long. If a shorter step is entered, and fluid transfers take longer than three minutes, then the program will overrun its expected end time.  The first wax step in any program should be at least 10 minutes long in order to minimise wax carry-over on the Reaction Chamber walls, and to allow the level sensors to warm up to the wax temperature.		

Parameter	Description		
Vacuum	Controls the vacuum conditions in the Reaction Chamber during each step.  Three settings are available, press the button to select the required setting:		
	Off:	Specimens are held at atmospheric pressure.	
	On:	Specimens are held at approximately 650 mbar absolute (350 mbar below atmospheric pressure).	
	V Cycle:	Specimens are held in a 15-minute, vacuum to atmospheric cycle that ranges from approximately 600 mbar absolute (vacuum conditions) through to atmospheric pressure.	
	P Cycle:	Specimens are held in a 10-minute, vacuum to pressure cycle that ranges from approximately 600 mbar absolute (vacuum conditions) through to 1200 mbar absolute (pressure conditions).	
Drain Time	Shows the time (seconds) allowed for the specimens to drain before moving to the next processing step. Press the button to specify the required drain time (minimum of 30 - 180 seconds).		
Immediate Start	When selected, the program will default to an immediate start.		
Delayed Start	When selected, the program will default to a delayed start.		

# Creating a New Program or Flush

New programs and flushes can be defined as required. To make this easier, default step details are loaded when you select an empty program or flush 'slot'. These can then be amended to create the program or flush that you require.

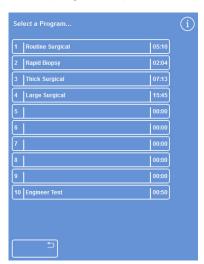
The time of Wax Bath 1 has to be set at 10 minutes or more. Failure to have this minimum timing on Wax Bath 1 could cause a blockage internally that will render the unit unusable until a service engineer has attended.

#### Note

Try to make the name of any program or flush that you create as descriptive as possible but limit the description to 17 characters. Up to ten programs and four flushes can be defined.

To create a new program:

- From the Main Screen, select Options > Edit Programs.
- Press an empty button on the Select a Program screen. Programs with a name and time already have defined program steps:



Empty buttons: 3 to 9

The Options - Edit Program screen is displayed:



Adjust the displayed values as required

• Enter a name for the new program – no program can be used without a name identifying it.

To do this, press the empty program name button and use the on-screen keyboard to enter the name.

#### Note

A maximum of 30 characters can be used for program and flush names.

Press OK to confirm the name.



Press to define the program name



Using the on-screen keyboard

 The steps are disabled by default; to enable one or more of these, press the selection box to the right of the step number.

A tick (check mark) will appear in the box and the corresponding reagent container or containers will become highlighted.

 Define the program step details, adding in the individual step and drain times.

#### Note

The default step time is 10 minutes, and the default drain time is 30 seconds.

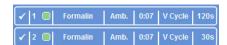
The total time is shown to the right of the program name.

- Press **OK** to save the new program.
- Press to return to the Options screen and then OK to return to the Main Screen.

For more information on changing parameters, refer to <u>Changing the Program or Flush Name</u>.

#### Note

If program or flush step parameters are edited, the Step / Group is automatically enabled.



Steps 1 and 2 enabled (tick in box)

To create a new flush:

- From the Main Screen, select Options > Edit Flushes.
- Press an 'empty' button on the Select a Flush screen. Flushes with a name and time already have defined flush steps.

The Options - Edit Flush screen is displayed:

- Enter a name for the new flush. To do this press the name button and use the on-screen keyboard to enter the name.
- Press **OK** to confirm the name.
- Define the flush step details. Refer to <u>Changing</u> <u>Program or Flush Step Parameters</u> for details.

The total time is shown to the right of the flush name.

- Press **OK** to save the new flush.
- Press to return to the Options screen and then OK to return to the Main Screen.



Creating a new flush

# Editing a Program or Flush

You can make changes to an existing program or flush so that the steps or conditions match your requirements.

#### Note

It is recommended that you do not change the default programs and flushes that are provided with Revos. Instead, create a new program or flush and change that, as required. Refer to <u>Creating a New Program or Flush</u> for details.

Flush 1 and Flush 2 cannot be omitted from default flush programs.

# To edit a program:

- From the Main Screen, select Options > Edit Programs.
- Select the program that you want to change.
- On the Options Edit Program screen, make the required changes to the program or step details.
   See below for details.
- Press OK to save the changes.

#### To edit a flush:

- From the Main Screen, select Options > Edit Flushes.
- Select the flush that you want to change.
- On the Options Edit Flush screen, make the required changes to the flush or step details.
   See below for details.
- Press **OK** to save the changes.

#### Note

If you have made any changes to a program or flush and press on the Options - Edit Program screen or Options - Edit Flush screen, you will be asked to confirm that you want to discard unsaved changes. To confirm, press **OK**.

If you want to save the changes that you have made or continue working on a program or flush, press to return to the Options - Edit Program screen or to the Options - Edit Flush screen. To save any changes, press **OK**.

# Changing the Program or Flush Name

You can change the name of a program or flush, as required. Try to make names as descriptive as possible but limit the description to a maximum of 17 characters.

To change the name of the program or flush:

- From the Main Screen, select either Options > Edit Programs or Options > Edit Flushes.
- Select the program or flush that you want to change.

The Options – Edit Program for the chosen program or flush appears.

- Press the existing name button to display the onscreen keyboard.
- Enter the new name and press OK.

# Changing Program or Flush Step Parameters

Each step in a program or flush comprises several parameters, each of which can be changed. If you change a parameter for a reagent within a group, it is also possible to copy that change to the other reagents in the group.

#### Usage Temperature

You can set the usage temperature on an individual basis; 1-65°C for each reagent, 45-65° for wax and a maximum of 65° for Flush 1.

The temperature cannot be set lower than the reagent storage temperature. Storage temperatures are set using the Reagent Storage Temperature option. Refer to Configuring Reagents for details.

The current usage temperatures for each reagent within a program group are displayed on the Edit Program or Edit Flush screen under the thermometer icon:

To use the reagent at ambient temperature (for use with fixatives, dehydrants and clearants).

To use the reagent at storage temperature (for use with dehydrants, clearants and waxes).

To use the reagent at a specific temperature (for use with all reagents).

To set the usage temperature for a program or flush step:

- From the Main Screen, select either Options > Edit Programs or Options > Edit Flushes.
- Select the program or flush that you want to change.
- In the column labelled with the icon, press the current usage temperature for the required reagent.

#### Note

To access the settings for the program clearant and infiltration groups, press the button.

The current temperature selection is shown at the top of the screen.

 Use the number pad to set the usage temperature.

Alternatively, press **Amb**. to use the reagent at ambient temperature or Storage Temp. to use the reagent at its storage temperature.

 To copy the setting to other members of the reagent group, select Copy To Group.

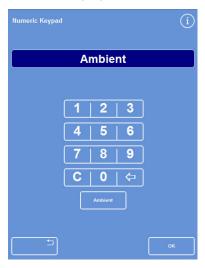
#### Note

Ambient is not available for infiltrants and storage temperature is not available for fixatives. Copy To Group is not available for a fixative (steps 1 and 2) or flush steps.

 Press OK to save your setting and return to the Options – Edit Program screen.



Options - Edit Program screen (step temperature highlighted)



The Edit Program - Step Temperature screen (alcohol and xylene)

# Step Time

You can set the time for each step in a program or flush. The time to transfer reagents is included in the setting that you choose.

Steps should be at least three minutes long to ensure that all fluid transfers complete on-time.

The first wax step in any program should be at least 10 minutes long in order to minimise wax carry-over on the Reaction Chamber walls, and to allow the level sensors to warm up to the wax temperature.

To set the time for a program or flush step:

- From the Main Screen, select Options > Edit Program.
- Select the program or flush that you want to change.
- In the column labelled with the icon, press the step time for the reagent.

#### Note

To access the settings for the program clearant and infiltration groups, press the button.



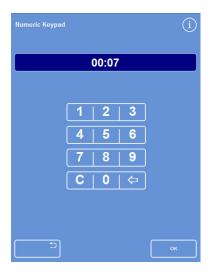
Edit Program screen (step time highlighted)

The Edit Program - Step Time screen is displayed:

- Use the number pad to set the required step time
- Select Copy To Group to copy the setting to other members of the group, if applicable.
- Press OK to save your setting and return to the Options – Edit Program screen.

#### Note

The only way to skip a step is to change the step time to 0:00, although the reagent will still be drawn into the chamber. This is not possible on W1.



The Edit Program - Step Time screen

# Vacuum Setting

Each step in a program or flush can take place at atmospheric pressure or under constant or cycled vacuum conditions.

To set the vacuum for a program or flush step:

- From the Main Screen, select Options > Edit Program.
- Select the program or flush that you want to change.
- In the column labelled with the sicon, press the vacuum button for the reagent.

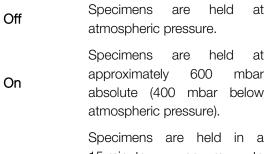
# Note

V Cycle

P Cycle

To access the settings for the program clearant and infiltration groups, press the button.

• Select the required condition:



Specimens are held in a 15 minute, vacuum to atmospheric cycle that ranges from approximately 600 mbar absolute (vacuum conditions) through to atmospheric pressure.

Specimens are held in a 10 minute, vacuum to pressure cycle that ranges from approximately 600 mbar absolute (vacuum conditions) through to 1200 mbar absolute (pressure conditions)

 Press OK to save your setting and return to the Options – Edit Program screen.



Edit Program screen (step vacuum settings highlighted)

# Drain Time

For each step in your program or flush, you can set how long specimens are allowed to drain before moving to the next step.

To set the drain time for a program or flush step:

- From the Main Screen, select Options > Edit Program.
- Select the program or flush that you want to change.
- In the column labelled with the icon, press the drain time for the reagent.

#### Note

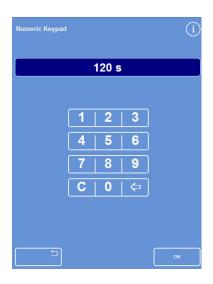
To access the settings for the program clearant and infiltration groups, press the button.



Edit Program screen (step drain time settings highlighted)

The Edit Program - Step Drain Time screen is displayed:

- Use the number pad to set the required drain time (30-180 seconds).
- Select Copy To Group to copy the setting to other members of the group, if applicable.
- Press OK to save your setting and return to the Options – Edit Program screen.



The Edit Program - Step Drain Time screen

# Enabling and Disabling Individual Steps

To adapt programs and flushes to your needs, you can enable or disable steps from any of the following program sections:

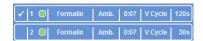
- Individual fixative steps
- Dehydrant group steps
- Clearant group steps
- Infiltration group steps
- Individual flush steps (F3 only)

#### Note

Not individual steps within the groups.

#### Example program

• Step 1 is enabled and step 2 is disabled:



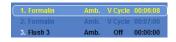
# Enabling and disabling program steps

 If you disable a step or group, it is also shown not selected on the Main Screen when you are editing the program:



Fix2 is disabled and not selected on the display

• When the program is run, Step 2 is shown greyed out and will be skipped:



Step 2 is skipped after Step 1 completes

To enable or disable a program step or group:

- To disable a step or group, press the step selection box to clear the selection marker (tick).
- To enable a step or group, press the step selection box to display a selection marker (tick).
- Press OK to save your changes and return to the Select a Program... screen.
- To return to the Main Screen, press and then OK.

# Start Type

You can specify whether you want the program to start immediately or after a delay. Yellow indicates the current setting:

- Immediate Start The program will start immediately and run through the chosen steps to completion.
- Delayed Start The start time of the program will be delayed so that the program can run overnight and complete at the Preferred End Time, refer to <u>Workflow Setup Options</u> <u>Explained</u>.

# Access Code Protection

Access code protection enables the main administrator of the instrument to protect certain system functions. This helps to restrict the level of access that individual or groups of operators have across all menus and options.

To use access codes, a four-digit Admin Code must first be set by the instrument administrator. Once this is set, users can be added and their four-digit access code and level of access defined.

When access code protection has been enabled. the following types of padlock icon are displayed:

On the Information Bar (bottom of screen):



This indicates that interface is unlocked for the main administrator (ADMIN). level of access protected by the Admin Code.



This indicates that access to the interface is restricted according to the level of access given to a particular user. Their user name is displayed under the padlock.

On function buttons:



This indicates that access to function has been restricted. To gain access, the operator must enter a four-digit access code.

# Note

The Options - Customer Services - Production and Reset **Options** buttons Services restricted. **Production** permanently provides options to assist with fault finding and recovery.

Contact your service representative for assistance with these functions.

Access code protection is available for the following functions:

**Options** Access to the Options Menu from

the Main Screen.

Instrument Access to the Instrument Setup setup

menu.

Edit Access to the Edit Program

program option.

Modify start Ability to modify start program

parameters on the Reaction

Chamber Available screen.

Inspect Access to the Inspect Reagent reagent option from the Quality Control

menu.

QC override Ability to override QC warnings

and postpone rotation.

# **Enabling Access Code Protection**

The instrument is shipped without any access codes set. To use Access Codes, you must first set an Admin Code.

To set an Admin Code:

 From the Main Screen, select Options > Instrument Setup > Access Codes.

The Instrument Setup – Set Access Codes screen appears.

Press Set Admin Code.

The Set Admin Code screen is displayed.

- Use the number pad to enter a four-digit Admin access code.
- Press OK.
- Re-enter the access code and press OK.



Instrument Setup - Set Access Codes screen

# Note

If you re-enter the code incorrectly, you will be prompted to re-enter the code twice.

• The Instrument Setup - Set Access Codes screen reappears.

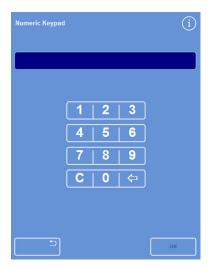
The unlocked ADMIN padlock icon is shown on the Information Bar:



 To log out of the access level that you are using, touch the padlock icon.

#### Note

Always return to the home screen after touching the padlock icon to prevent unauthorised access to any unprotected functions.



Set Admin Code screen

To clear an Admin Code:

#### Note

Clearing the Admin Code will permanently delete all users.

Press the Clear Admin Code button.

Press **OK** to confirm that you want to clear the Admin Code and delete all users.

# Adding a New System User

# Note

Before adding users to the system, an Admin Code must be set and you will need to have Admin access.

An unlocked ADMIN padlock icon, shown on the Information Bar, indicates this. Refer to Enabling Access Code Protection for details.

To add a new system user:

 From the Main Screen, select Options > Instrument Setup > Access Codes.

The Instrument Setup – Set Access Codes screen appears.

Enter the Admin access code.

Press Add User.

The Add / Edit User screen appears.

 Press Name and use the on-screen keyboard to enter the new user's login name.

#### Note

A maximum of 5 characters can be used for user names.



Instrument Setup - Set Access Codes screen

Press OK.

The Add / Edit User screen reappears, showing the new user name on the Name button.

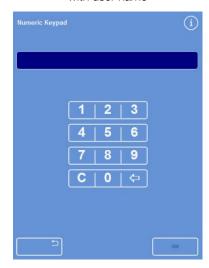
 To change the name, press the Name button and enter a new name.

- Press Set Code and use the number pad to define the user's four-digit access code. Press OK.
- Re-enter the access code and press **OK**.

If the code is accepted, the Add / Edit User screen reappears. If the code is not accepted, enter a different code.



Add / Edit User screen with user name



Setting the user code

 Press OK to return to the Set Access Codes screen.

The new user is listed under the Administrator.

To return to the Main Screen, press OK repeatedly.



Username row with 3 users added

# Granting Access to a Function

# Note

Before granting access to functions, an Admin Code must be set and you will need to have Admin access.

An unlocked ADMIN padlock icon, shown on the Information Bar, indicates this. Refer to <u>Enabling Access Code Protection</u> for details.

To grant access to a function:

• Select Options > Instrument Setup > Access Codes.

The Instrument Setup – Set Access Codes screen appears.

- Press the appropriate buttons on the username / function table to select (tick) functions that you want particular users to have access to.
- Press OK.

# Note

Options must be selected in order for a user to be able to access Instrument Setup and Edit Program.



Adding access to different functions for users

# Removing Access to a Function

# Note

Before removing access to functions, an Admin Code must be set and you will need to have Admin access.

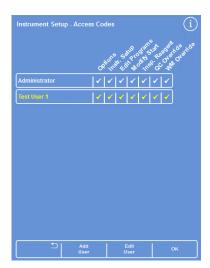
An unlocked ADMIN padlock icon, shown on the Information Bar, indicates this. Refer to Enabling Access Code Protection for details.

To remove access to a function:

 Select Options > Instrument Setup > Access Codes.

The Instrument Setup - Set Access Codes screen appears.

- Press the appropriate buttons on the username
   / function table to clear the tick from any
   functions that you do not want a user to have
   access to.
- Press OK.



Removing access to QC Override for user Test
User 1

# Deleting a System User

# Note

Before deleting system users, an Admin Code must be set and you will need to have Admin access. An unlocked ADMIN padlock icon, shown on the Information Bar, indicates this. Refer to <u>Enabling</u> <u>Access Code Protection</u> for details.

To delete a system user:

 Select Options > Instrument Setup > Access Codes.

The Instrument Setup – Set Access Codes screen appears.

- Press the user that you want to delete.
   The Add / Edit User screen appears.
- Press Delete User.
   The Delete User Confirm screen is displayed.
- To delete the user, press OK.
   The Instrument Setup Set Access Code screen reappears.
- To return to the Main Screen, press OK repeatedly.



Deleting the user Test User 1

# **Deleting Admin**

- Delete all users
- Final 'Delete' removes Admin and Pin.

# Audio and Remote Alarms

Revos monitors various system events which can be used to trigger audio and remote alarms. For example, audio alarms can be set to alert operators that the instrument is on hold (the lid has been opened when processing has started) or a program has ended.

It takes approximately 1 minute to confirm there are no faults when drawing the first reagent into the chamber. When starting a program, the users should stay in front of the unit and wait until the first reagent is fully drawn in and the countdown timer has started.

Remote alarms can be used to alert on-call managers that an instrument has a fault or mains power has failed. For more information about connecting remote alarms and autodialers, refer to Connecting a Remote Alarm.

External circuits should only be connected to the Remote Alarm socket by a technically competent person.



The external circuit should comply with the requirements of either IEC 61010-1 or IEC 60950, or both.

Using Audio and Remote Alarms

The Instrument Setup - Audio Remote Alarms screen displays a list of system events that can be monitored.

From here you can configure the system to play a sound and / or trigger a remote alarm should any of the listed events occur.

 To access the screen, select Options > Instrument Setup > Audio / Remote Alarms.



The Instrument Setup - Audio Remote Alarms screen

### Changing the alarm settings

You can change alarm sounds, the number of repeats and enable or disable instrument alarms for events.

It takes approximately 1 minute to confirm there are no faults when drawing the first reagent into the chamber. When starting a program, the users should stay in front of the unit and wait until the first reagent is fully drawn in and the countdown timer has started

Up to two remote alarms can be defined for each event and operated for any combination of events.

#### Note

The careful setting of alarms helps to ensure that processing quality is maintained and that any faults are identified promptly.

#### Alarm sound:

- To listen to the current sound, press the symbol next to the event description.
- To change the current sound, press the sound button for an event until the required sound is shown.

The selected sound will play on each press of the sound button. Volume is 0 to 100.

#### Remote alarm (RA) 1 and 2:

- Press the RA1 / RA2 buttons until the required condition is shown:
  - The RA is enabled and will remain active until it is turned off.
  - The RA is disabled and will ignore any event that occurs.
- To save the settings and return to the Instrument Setup screen, press **OK**.

#### Remote Alarm Notification Icons

When a remote alarm is triggered an icon displays in the grey bar at the bottom of the interface.

The following icons can be shown:



Remote Alarm 1 has been triggered.



Remote Alarm 2 has been triggered.



Both Remote Alarm 1 and Remote Alarm 2 have been triggered.

## File Operations

Revos can save programs, flushes and setup information to a USB memory stick for backup or transfer to another instrument. You will find the options to save and load information on the **File Operations** menu.

#### Note

It is important to save programs and the setup of your instrument to a USB memory stick.

You can use this information to restore your instrument should there be a problem, or transfer the setup, programs or flushes to another Revos instrument in your laboratory.

## Folder Naming

The name of the USB root folder is taken from the instrument's serial number. The report subfolders are named by date and the identification text on the reports is taken from the Instrument ID and Customer Text.



The Options - File Operations menu

Using a USB memory stick with the instrument:



The USB port is for memory sticks only.

Do not connect any other type of USB device to the Revos.

- Insert a USB memory stick into the USB port. For the location of the USB port, refer to <u>Identification of Parts</u>.
  - Inserting a USB memory stick will prompt the icon to appear at the bottom of the Main Screen, to the right of the date and time.
- Press the icon to capture an image of the screen.
   Images are saved to the root directory of the USB memory stick in a folder called ScreenDumps.

## Saving Programs and Flushes

Programs and flushes can be saved onto a USB memory stick to provide a backup or for transfer to another Revos instrument. This can be done with individual programs and flushes, or all programs and flushes.

#### Note

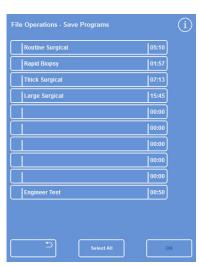
Before saving or loading programs and flushes, ensure that a USB memory stick is in place in the instrument. If a USB memory stick is not in place, the options will appear shaded.

To save a selected program:

- From the Main Screen, select Options > File
   Operations > Save Programs.
- Select the program(s) that you want to save from the Select a Program screen.
- Press **OK** to save and return to the Options File Operations screen.

To save all programs:

- From the Main Screen, select Options > File
   Operations > Save Programs.
- Press Select All to select all programs on the list.
- Press **OK** to save and return to the Options File Operations screen.



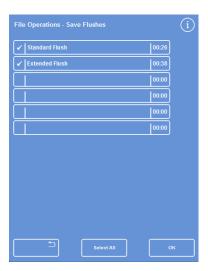
Select a Program screen

To save a selected flush:

- From the Main Screen, select Options > File
   Operations > Save Flushes.
- Press Flushes.
- Select the flush that you want to save from the Select a Flush screen by clicking in the space next to relevant flush.
- Press **OK** to save and return to the Options File Operations screen.

To save all flushes:

- From the Main Screen, select Options > File
   Operations > Save Flushes.
- Press Flushes.
- Press Select All to select all flushes on the list.
- Press **OK** to save and return to the Options File Operations screen.



Select a Flush screen

## Loading Programs and Flushes

The following types of program and flush can be loaded on to the instrument:

- Individual programs or flushes that have been developed and saved from another instrument.
- All programs or flushes from another instrument.

#### **Notes**

When all of the programs or flushes from another instrument are loaded on to the instrument, all of the programs or flushes on the current instrument will be overwritten, after confirmation.

Before saving or loading programs and flushes, ensure that a USB memory stick is in place in the instrument. If a USB memory stick is not in place, the options will appear shaded.

Programs and flushes are loaded from the Load Programs and Load Flushes screens. Both screens have the following options:

# Select a source folder

From here, you can select a folder that contains the required program or flush.

Source folders are labelled with the instrument serial number.

#### Note

Any other folders present on the USB memory stick will also appear on the Select Source Folder screen.

Select a program to load

From here, you can select a program or flush from the selected source folder.

Select a destination program slot

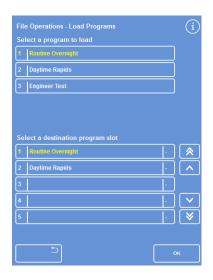
From here, you can select a program slot that will be overwritten with the chosen program or flush. The default is the next empty program slot.

Load All

This enables you to load all programs or flushes from the selected source folder.

# Flushes / Programs

This enables you to switch between the Load Program and Load Flushes screens.



Load Programs screen



Load Flushes screen

To load an individual program:

From the Main Screen, select Options > File
 Operations > Load Programs.

The File Operations - Load Programs screen appears.

 To change the source folder, press the Select a source folder button and select the required folder from the list.

The Load Programs screen reappears.

- To select the program that you want to load, press the Select a program to load button and choose the program.
- Press OK.

The File Operations - Load Programs screen reappears, and the destination will default to the next empty program slot. This is indicated on the Select a destination program slot button.

- To change the destination, press Select a destination program slot, select the required slot and press OK. You can overwrite an existing program, if required.
- Press **OK** to load the selected program.
- Press the button to return to the Options screen and then OK to return to the Main Screen.



Load Programs screen



Load Flushes screen

To load all programs:

From the Main Screen, select Options > File
 Operations > Load Programs.

The Load Programs screen appears.

 To change the source folder, press the Select a source folder button and select the required folder from the list.

The Load Programs screen reappears.

Press Load All.



Loading all programs from USB

You will be prompted to confirm that you want to overwrite all of the programs on your instrument.

- To cancel and return to the Load Programs screen, press
- Click **OK** to load all programs.
- To return to the Main Screen, press OK repeatedly.



Press OK to confirm

To load an individual flush:

From the Main Screen, select Options > File
 Operations > Load Programs.

The Load Programs screen appears.

Press Flushes.

The File Operations – Load Flushes Screen appears.

 To change the source folder, press the Select a source folder button and select the required folder from the list.

The Load Flushes screen reappears.

- To select the flush that you want to load, press the Select a flush to load button and choose a flush.
- Press OK.

The Load Flushes screen reappears, and the destination will default to the next empty flush slot. This is indicated on the 'Select a destination flush slot' button.

- To change the destination, press Select a destination flush slot, select the required slot and press OK. You can overwrite an existing flush, if required.
- To return to the Main Screen, press OK repeatedly.



Loading flushes from USB

To load all flushes:

• Select Options > File Operations > Load Programs.

The Load Programs screen appears.

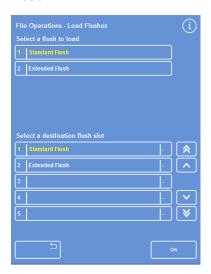
Press Flushes.

The File Operations – Load Flushes Screen appears.

• To change the source folder, press the **relevant** destination slot button. Then press OK.

The Load Program screen reappears.

Press Load All.

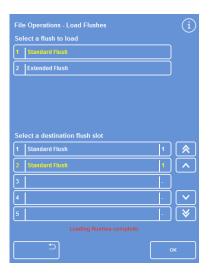


Loading all flushes from USB

You will be prompted to confirm that you want to overwrite all of the programs on your instrument.

• Click **OK** to load all flush programs.

To cancel and return to the Load Programs screen, press 2.



Press OK to confirm

## Loading and Saving Setup

Instrument setup information can be saved to a USB memory stick and then loaded from the stick to other instruments. The following setup information will be saved:

- Reagent names
- Storage temperatures
- Rotation management settings
- · Reagent use limits
- Access code settings

Setup data is saved to the instrument's source folder on the USB stick. Source folders are labelled with the instrument serial number.

#### Note

Before saving or loading instrument setup, ensure that a USB memory stick is in place in the instrument. If a USB memory stick is not in place, the options will appear shaded.

To save instrument setup:

• Select Options > File Operations > Save Setup.

The setup data is saved to the instrument's source folder on the USB memory stick.

#### Note

Any existing setup data in the source folder will be overwritten. To save more than one set of setup data, use a separate USB memory stick.

To load instrument setup:

- Select Options > File Operations > Load Setup.
  - The File Operations Load Setup Screen appears. The current source folder is displayed within the Select a source folder button.
- To change the source folder, press the Select a source folder button and select the required folder from the list and press OK.
  - The Options File Operations screen reappears.
- To return to the Main Screen, press OK twice.

# Setting Laboratory Information Management System (LIMS) Messages

Revos can be programmed to send user-defined LIMS messages including program start, underfill, alcohol at limit, filter changed and instrument fault. A maximum of 25 characters can be used for LIMS messages.

#### Note

The message length is also limited to the maximum number of visible characters that the on-screen keyboard can display.

For the location of the Revos LIMS interface, refer to Connecting a Laboratory Information Management System (LIMS).

To set LIMS messages:

 Select Options > Instrument Setup > Set LIMS Interface.

The Set LIMS screen appears.

- Press to clear any message that has been defined for an event.
- Press within the Message box to define an outgoing message using the on-screen keyboard.

#### Note

A maximum of 25 characters can be used for LIMS messages.

- Press to send the defined message via the LIMS interface.
- Press OK to save any changes and return to the Instrument Setup menu. Press to return without saving.
- To return to the Main Screen, press OK repeatedly.



Set LIMS screen

# Epredia Cloud Services

For details on the Epredia Cloud Services facilities within Revos, please refer to the Epredia Could Services Operator Guide A84110201.

# Language

Changing the Display Language

The display language is set when the instrument is setup, but it can be changed, if required.

To change the display language:

 Select Options > Instrument Setup > Language Select.

The currently selected language is shown in yellow text.

- Press the button for the required display language and press OK.
- To return to the Main Screen, press OK repeatedly.



The Instrument Setup - Language Select screen

# **Customer Services**

This menu provides access to a range of options and settings that are used as an aid to fault finding and recovery.

## Note

The functions on this screen should be used with caution. Contact your service representative for assistance with these functions.

To access the Customer Services menu:

• Select Options > Customer Services.

The Customer Services screen appears.

The Customer Services Menu

The following options and functions can be accessed from the Customer Services menu:

Production Services	Production Services provides options to assist with fault finding and recovery.  Note  This button is permanently restricted.
Production Tests	Not available to customers
Services	Not available to customers
Service Tests	Not available to customers
Reset Options	From here, you can perform a reset to return the instrument to the factory installed settings and set the instrument to display a full load of reagents for testing purposes.  Note  These options are permanently restricted.
Disable Pipes	From this screen you can disable pipes, connecting the reagent containers with the Reaction Chamber, in order to isolate components.  Note  This facility can be used to remove one reagent in a group from within a program.
	It should only be used in the event of a fault until a service representative can attend.
Software Update	Software update is under instrument setup (and is available to customers)

# Chapter 5 - Cleaning and Maintenance

This chapter describes how to clean and maintain your Revos instrument and covers the following subjects:

- Cleaning safety
- · Clearing spillages
- Daily and weekly cleaning tasks
- Cleaning reagent bottle dip tubes and the flush water bottle
- Discarding used wax
- Cleaning the Touchscreen display
- Changing filters
- · Checking the instrument on a regular basis
- Taking the instrument out of operation

## Cleaning Safety and Tasks

## Cleaning Safety

Normal standards of laboratory hygiene and routine maintenance procedures are all that is necessary to keep the Revos in good and serviceable condition.

Before using any cleaning or decontamination method, except those recommended by the manufacturer, users should check with the manufacturer that the proposed method will not damage the equipment.



Inspect the instrument for obvious damage or wear whenever you clean or use it.



Always wipe up any spills immediately.

In the event of a major spillage, disconnect the instrument from the mains supply immediately and do not reconnect and switch on until the instrument has been thoroughly dried out and checked by a Service Engineer.



If biohazardous material is spilt on, or inside, the instrument you must carry out the appropriate decontamination.



Do not use abrasive compounds or metal components to clean Revos or its components and accessories.



Always take the necessary safety precautions when you clean or decontaminate Revos to protect yourself against the effects of chemicals.



As with all scientific equipment, due care and Good Laboratory Practice must be employed when dealing with chemicals, and consideration must be given to the potential for hazard when dealing with particular chemicals.



Unless otherwise stated, only use reagents that appear on the approved list to clean Revos (refer to Appendix D - Approved Reagents).

Revos Operator Guide Issue 9 120

## Clearing Spillages

#### Note

Follow your own laboratory practice spillage procedures or do the following.

Any reagent spills within the instrument will be contained. Small spills, such as drips from the reagent tubes when the reagents are changed, will evaporate and be extracted.



Some chemicals which may be used during operation are flammable – do not use sources of ignition in the vicinity of the instrument when it is loaded with reagents.



Harmful chemical vapours such as xylene and toluene may be emitted during the normal operation of some instruments, and the operator should be aware of suitable precautions and safety measures.

To clean large spills:

- Remove all the reagent bottles from the Reagent Storage Area.
- To access the spillage containment area, lift and remove the metal shelf in the base of the Reagent Storage Area.
- Clean and dispose of any liquid from this area in accordance with any local procedures or regulations.
- Replace the metal shelf and the reagent bottles.

#### Note

Ensure that the metal shelf is the correct way up; the folded edge must be on the top.

## Daily and Weekly Cleaning Tasks

The following cleaning tasks must be performed on a daily and weekly basis.

#### Daily

Check the following on a daily basis:

- General instrument cleanliness.
- Reagent bottle contents (front bottles).
- · Level sensors; clean as required.

#### Weekly

Check the following on a weekly basis:

- Spillage containment area.
- Wax bath contents.
- Level sensors; clean with the provided Level Sensor cleaning pad.

## Wax and Wax Baths

Ensure that you wipe out Wax Bath 3 after the wax is rotated and discarded into the waste wax tray.

## Discarding Used Wax

When the oldest wax is discarded from the W1 position during a rotation (refer to Renewing Dehydrants, Clearants and Infiltrants Using Rotation), it is discarded directly into the consumable waste wax tray.

#### Note

For information on how to discard wax after an inspection, refer to <u>Discarding a Reagent after Inspection</u>.

To discard used wax:

• Open the wax door and carefully slide the consumable waste wax tray from the instrument.

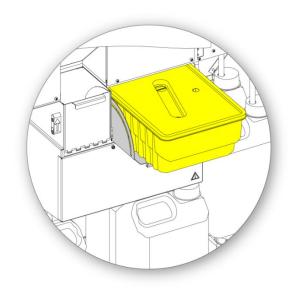


The waste wax tray contains hot molten wax.

- Place the tray in a cool, well-ventilated area away from the instrument and allow the wax to set.
- When the waste wax has set, discard the entire waste wax tray and solid wax in accordance with local procedures and regulations.
- Fit a new consumable waste wax tray into the instrument above the wax baths and close the access doors.



Ensure that there is always an empty waste wax tray in the instrument.



Waste wax tray fitted above W1 and W2

## Cleaning the Wax Bath

After a wax rotation has completed, Wax Bath 3 is empty.

To clean the wax bath:

- Open the wax access door on the left.
- Use absorbent paper to wipe out any remaining wax from the wax bath.

Make sure that no paper is left in the wax bath.



The bases of the wax baths are hot. Always wear protective gloves.

## Reagent and Flush Bottles

Ensure that you clean the reagent dip tubes when reagents are replaced.

#### Note

The Flush 3 bottle should be cleaned and refilled when flush reagents are renewed.

Cleaning the Reagent Supply Bottle Dip Tubes

The dip tubes supplying the following bottles must be cleaned each time the reagents are changed or discarded:

- Fixative 1 (Fix1)
- Fixative 2 (Fix2)
- Exchange 1 (Ex1)
- Exchange 2 (Ex2)
- Flush 1 (F1)
- Flush 2 (F2)
- Flush 3 (F3)

To clean reagent supply bottle dip tubes during reagent change:

- Carefully remove the dip tubes from the reagent bottles
- Clean any contamination from the surface of the tubes with a lint-free cloth.
- Remove the bottles from the instrument and replace their caps.
- Dispose of the used reagents in accordance with your local regulations and procedures.
- Replace reagents according to the <u>Quality</u> <u>Control and Reagent Renewal</u> procedures. Refer to <u>Quality Control</u>, <u>Filter and Reagent Renewal</u> <u>Limits</u>.

Cleaning the Flush 3 Water Bottle

The Flush 3 (F3) bottle is located in the cabinet, below the F1 and F2 bottles.

To remove the F3 water bottle:

- Remove the F1 and F2 bottles.
- Remove the green reagent tube from the rear of the F3 bottle and carefully lift and slide the bottle out of the Reagent Storage Area.
- Remove the cap and dispose of the water in accordance with any local procedures and regulations.



Keep the F3 bottle level to avoid any spillage. The F3 bottle must be cleaned before it is refilled with water.

To clean the F3 water bottle:

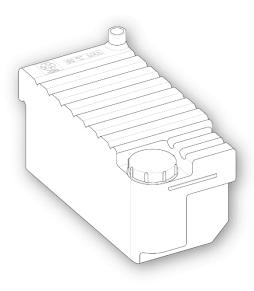
- Rinse the bottle with clean water and mild detergent.
- Use a bottle brush if required.



Do not use temperatures higher than 60°C.

To refill and refit the F3 water bottle:

- Refill the F3 bottle with water up to the underside of the fill-line (approximately 5 litres).
- Replace the cap.
- Place the water bottle in the Reagent Storage Area with the cap towards the front of the instrument.
- Fit the green tube into the open pipe at the rear of the F3 water bottle.
- Make sure that the tube is fully inserted into the water bottle (so it sits on the bottom of the bottle) and that there are no kinks in the flexible section of tube.
- Replace the F1 and F2 bottles.



F3 Water bottle with the fill-line visible

# General Cleaning and Maintenance

## Cleaning the Display

The Touchscreen display should be cleaned on a regular basis. Ensure that the screen is locked before it is cleaned.

To clean the display:

- Lock the screen. To do this, press and hold the Epredia logo in the bottom right of the screen until the 'locked screen' icon appears.
- Gently wipe the Touchscreen with a soft damp cloth.
- Unlock the Touchscreen. To do this, press and hold the Epredia logo in the bottom right of the screen until the 'locked screen' icon disappears.



Do not use solvents to clean the Touchscreen.

## Changing Filters

Change the filters every 13 weeks. To replace the filters, refer to <u>Fitting the Filters</u>.

# Regular Maintenance Checks

The following table describes items that should be checked on a regular basis:

Area	Item	Frequency	What to do	
Wax baths	Level	Weekly	Check wax levels in all wax baths.	
	Seal	After each processing run	Clean the Reaction Chamber and keep the lid and seal clear of solid wax deposits.	
Lid/	Level	After each flush cycle	Carefully wipe with gauze or paper towels.	
Reaction Chamber	Sensors	Weekly	Clean with tissue or the provided Level Sensor cleaning pad.	
	Latch	Whenever the lid is opened	Check that the lid latch operates correctly. The downdraft system should operate, and the display should show the lid open.	
	Reagent Pipes	When loading or unloading reagents	Check that the flexible parts of the reagent tubes in the front of the cabinet are not damaged or collapsed.	
Reagent Storage Area  Battery Isolation Switch		Monthly	Press the Push-to-Test switch next to the Heater Reset Switch in the Reagent Storage Area. The Heater Reset Switch should operate, and the Reaction Chamber Heater trip icon will be displayed on the screen.  Press the Heater Reset Switch in fully to reactivate the Reaction Chamber heaters. The Reaction Chamber Heater Fault icon will disappear from the screen.	
		Monthly	Check the operation of the Battery Isolation Switch during a flush cycle.  When the <b>O</b> side is pressed (OFF), the Battery Fault icon should be displayed.  When the <b>I</b> side of the switch is pressed (ON), the icon should disappear.	

Revos Operator Guide Issue 9 125

#### Instrument Shutdown Procedure

For continuous and consistent processing, Revos should be switched on at all times. However, if the instrument is to be moved, left unattended for extended periods of time, or decommissioned, carry out the following steps.



When you return or move the instrument you must remove any excess tissue left in the instrument and carry out a flush before shutting down the instrument.

- Ensure that any processing programs have finished.
- Carry out a flush procedure. Refer to <u>Flushing</u> <u>the Instrument</u> for details.
- Unload wax and reagents from the instrument.
   Refer to <u>Unloading Reagents</u> for details.
- Press the O (OFF) side of the mains switch to switch off Revos.
- When the red screen goes appears, press OK.
- Press the O (OFF) side of the Battery Isolation Switch to isolate the battery.

#### Note

If you want to repack the instrument, refer to Appendix C - Repacking Instructions.

## Unloading Reagents

If required, all of the wax and reagents can be unloaded from Revos. This should be done in the following situations:

- If you are changing to a different set of reagents.
- If the instrument is to be moved or left unattended for a long period of time.

Unloading removes all reagents via the Reaction Chamber into the waste wax tray and exchange bottles at positions Ex1 and Ex2.

#### Note

The **Unload Reagents** option is only available when reagents have already been loaded into Revos. Refer to <u>Loading Reagents</u> for information on loading reagents into the instrument.

### Initiating Reagent Unloading

 Select Options > Instrument Setup > Unload Reagents.

The Unload Sequence screen appears.

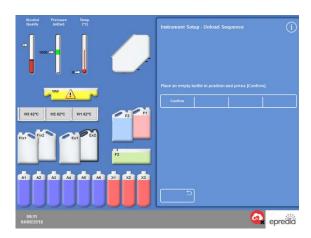
 To unload the reagents from the instrument, follow the on-screen instructions and then press Unload.

## RFID Unloading

 When unloading a reagent, the system will ask the user to place the bottle in the highlighted position:

#### Note

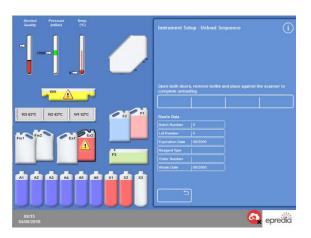
Once the user confirms the system goes through the unload process of moving the reagent into the chamber and then the appropriate Ex bottle.



- Once the unloading has completed the display will show the waste data that will be programmed into the bottle tag to indicate that the product is 'waste':
- Remove the bottle and place against the scanner to allow the system to move onto the next step.

#### Note

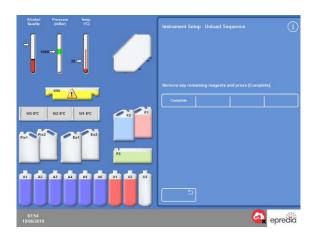
Once system has written to the tag there is an audible indicator to indicate success or failure of the write.



 The system is then ready to move onto the next reagent.

#### Note

This cycle will complete until the system is unloaded.



## Unloading Wax

#### Note

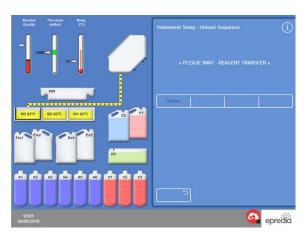
Wear gloves during this procedure due to the high temperature of the wax.

- Ensure the consumable waste wax tray is correctly fitted above wax baths, W1 and W2.
- Press Unload to pump the wax from the selected wax bath into the Reaction Chamber and then discard it into the waste wax tray.

#### Note

At this point, you may need to wait for the wax to reach temperature before the transfer.

- Repeat this process for the other wax baths.
  - When the last wax bath has been unloaded, the screen instructions will prompt you to start a hot rinse using F1.
- Press Start to flush and remove any remaining wax from the Reaction Chamber.



Unloading wax

## **Unloading Clearants**

The unload procedure continues; the Ex2 bottle is highlighted with a black outline.

Confirm that bottle Ex2 is empty and then press
 Unload to continue removing the reagents.

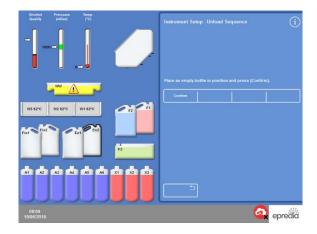
The contents of X3 is drawn into the Reaction Chamber and then pumped into Ex2.

The Ex2 bottle image changes to full, with a flashing black outline and warning triangle displayed within it.

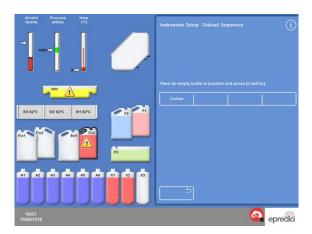
- Remove bottle Ex2 and dispose of its contents in accordance with local procedures and regulations.
- Place another empty bottle in the Ex2 position and press **Unload**.
- Follow the screen instructions to continue removing the remaining clearant reagents.

When all clearants are unloaded you will be prompted to start a flush to remove any remaining clearant from the Reaction Chamber.

- Press Start for a hot F2 rinse.
- Press Start for a cold F3 rinse.



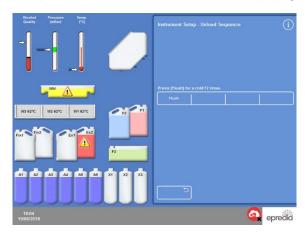
Unloading clearants - Ex2 outlined



Unloading clearants - Ex2 full

## Unloading Flush Reagents

- Remove the F1, F2 and F3 bottles from the cabinet and press Unload.
- Dispose of waste reagents in accordance with local procedures and regulations.
- · Replace F3 back into the cabinet after emptying.

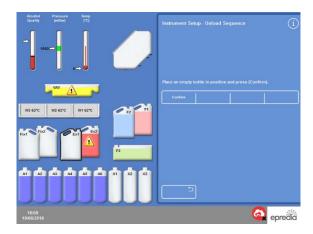


Unloading Flush Reagents, F1 highlighted

## Unloading Dehydrants

The unload procedure continues; the first dehydrant bottle (A1) and the Ex1 bottle are highlighted.

- Follow the screen instructions to confirm that the bottle Ex1 is empty. Press **Unload** to continue to remove the reagents.
- Remove the Ex1 bottle and dispose of its contents in accordance with local procedures and regulations.
- Place another empty bottle in the Ex1 position and follow the screen instructions to remove the remaining dehydrants.



A6 dehydrant bottle and the Ex1 position highlighted

#### Removing Fixatives

 Remove the Fix1 and Fix2 bottles from the cabinet and press Unload.

The Instrument Setup menu is re-displayed.

- Dispose of waste reagents in accordance with local procedures and regulations.
- Press **OK** to return to the Options menu and then **OK** again to return to the Main Screen.

# Chapter 6 - Troubleshooting

This chapter describes how to troubleshoot problems that may occur when using Revos and covers the following subjects:

- Recognising alert icons and use the Fault Status screen to identify and resolve problems.
- Dealing with instrument malfunctions, should they occur.
- Solving tissue processing problems.
- A list of frequently asked questions with answers.

## **Faults**

## Alert Icons

Revos places the highest priority on specimen integrity and processing quality. The instrument continually monitors its status, giving clear visual and audible warnings in the event of a problem, and provides specimen safety measures.

- Alert icons appear at the bottom of the screen, to the left of the Epredia logo.
- The Quality Control and Fault Status screens enable quick diagnosis; these are automatically displayed if you start a program when there are problems with the instrument or reagents. Issues must be resolved before the program will start. For more information, refer to <u>Quality Control</u> <u>Checks</u> and <u>Using the Fault Status Screen</u>.
- The rechargeable battery provides backup power if there is a mains power failure.
- A sounding alarm with remote facility can send warnings outside of working hours.

Icon	Description
	Reaction Chamber Heater Trip  Processing cannot start. Open the right cabinet door and press the Reset switch. This icon is normally displayed when power is restored after an interruption. Refer to Instrument Start-up Procedure.
355	Reaction Chamber Heater Trip Due to Error  An error has caused the heater to trip. Processing cannot start. Open the right cabinet door and press the Reset switch.
<b>6</b>	Access Code  The access code has been entered. The name of the user who entered the code is displayed below the icon. Refer to Access Code Protection.
	Main Cabinet Doors Open  This condition displays the Quality Control Screen. Close and lock the cabinet doors then press OK to leave the Quality Control Screen.
	Battery Isolation Switch  The battery isolation switch is not on. Open the right cabinet door and turn the rocker switch  ON to restore battery backup and ensure power to the instrument. Refer to Instrument  Start-up Procedure.

Revos Operator Guide Issue 9 130

lcon	Description
	Mains Power Failure  The instrument is running on battery backup power. The available power is displayed as a percentage. Inspect mains
	power connections, power cable and mains supply. Some heating functions are limited when running on battery backup.
	Quality Control Alert
	Open the Quality Control screen for details.
	Remote Alarm
	A remote alarm has sounded. The icon indicates whether it is Alarm 1 or Alarm 2. Press the icon to silence the alarm.
	Epredia Cloud Services Session in progress
*	Epredia Cloud Services are being connected and the instrument is being checked.
	USB Flash Drive Connected
•	A USB memory stick has been connected via the USB port on the front of the instrument.
	Press the icon to capture an image of the screen. Images are saved to the root directory of the USB memory stick in a folder called Screen Dumps.

Icon	Description
	Screen Locked
	The screen is currently locked. To lock or unlock the screen, press and hold the Epredia Logo at the bottom right of the interface for five seconds. Refer to Cleaning the Display.
	Hardware Issue There is a problem with the
St.	instrument which has not been acknowledged. Processing cannot start. Press <b>Options</b> > <b>Faults</b> to display the Fault Status screen. Pressing the icon will also open the Fault Status screen. Refer to <u>Using</u> the Fault Status Screen.

## Using the Fault Status Screen

If the wrench (spanner) icon is displayed, this indicates that there is a hardware issue that needs to be addressed before processing can start. You will need to check the Fault Status Screen to find out more information about the issue.

 To display the screen either select Options > Faults or press the wrench (spanner) icon.

The Fault Status Screen lists all current warnings and faults and their status:

- A warning (WARN) indicates the presence of an issue that can be acknowledged or resolved by the operator.
- A fault (FAULT) indicates the presence of an issue that may require service intervention.
- To display any warnings or faults that are not listed on the first page, press Page Down.
- To view all active and inactive warnings and faults, press
   Show All.

The following information is displayed for each warning and fault:

Number: Each warning and fault has a

predefined number and is listed in

numerical order.

Status: Reported as OK, WARN or FAULT.

Name: For example, Specific gravity or

Reaction Chamber (RC) trip out.

**Last:** The date and time of the last trigger.

Count: The number of times that the

warning or fault has occurred.



Fault Status Screen

#### Note

Some warnings, that can be resolved by the operator, have a solution displayed at the top of the screen:



Fault Solution

## Acknowledge and Retry

 To Acknowledge the Warning or Fault, select it and press the OK button. If it can be cleared it will be removed from the screen.

These selections clear the alert icon, and you can try to continue processing. If the problem persists, contact Epredia.



Acknowledge button

#### More Info

For historical information about a fault, select the fault to display the Fault Info screen.

This screen provides details of previous occurrences of the fault condition and its current status.



Fault Info screen

## Underfills and Recovery

Reaction Chamber underfill and overfill events are also displayed on the fault status screen.

Processing Problems - Soft, Spongy Tissue

Refer to the table below if processing results in soft, spongy tissue.

Note

Revos cannot be used for reprocessing.

Problems	Possible Causes	Solutions	
Difficult to section.  Section breaks up on the water bath.  Poor staining.	Inadequate fixation	Increase time in fixative.  Use microwave-enhanced technique.  Bisect if encapsulated specimen or produce a thinner block.  Note  Improper fixation cannot be remedied.	
Clearing impossible.  Discoloured cloudy areas within specimen.  Section breaks up on water bath.	Inadequate dehydration	Increase time in alcohol.  Make sure concentration of alcohol is correct.  Adjust solution rotation schedule.  Rule out contamination from lipids.  Bisect if encapsulated specimen or produce a thinner block.  Re-infiltrate in wax. If inadequate, reverse process to absolute alcohol and reprocess.	
Wax cannot infiltrate.  Discoloured cloudy areas within specimen.  Section breaks up on the water bath.	Inadequate clearing	Make sure the specimen is completely dehydrated.  Adjust rotation schedule.  Increase time in clearant.  Use vacuum.  Bisect if encapsulated specimen or produce a thinner block.  Re-infiltrate in wax. If inadequate, reverse process to absolute alcohol and reprocess.	
Can feel or smell clearing solution.  No support when sectioned.  Section breaks up on the water bath.	Inadequate wax infiltration	Extend exposure time.  Use vacuum.  Bisect if encapsulated specimen or produce thinner block.  Re-infiltrate. Use vacuum to promote infiltration.	

# Hard, Brittle Tissue

Refer to the table below if processing results in hard, brittle tissue.

Problems	Possible Causes	Solutions	
Obvious drying of all or part of the specimen.	Drying during transport	Use the volume of 20:1 in an appropriately sized container of fixative.  Reconstitute the specimen.	
Brittle sections that fall out of block. Microchatter.	Excessive dehydration	Decrease time and/or steps.  Check graduated strengths of alcohol.  Segregate small, delicate specimens.  Do not use heat and/or vacuum.  Soak for short time in chilled water and then section slowly. Do not trim away the hydrated area.	
	Excessive clearing	Decrease time and/or steps.  Evaluate xylene substitutes.  Segregate small, delicate specimens.  Do not use heat and/or vacuum.  Soak for short time in chilled water and then section slowly. Do not trim away the hydrated area.	
	Excessive heat	Reduce processing temperature during reagent steps.  Decrease time and/or steps.  Check temperature reading with thermometer.  Segregate small, delicate specimens.  Soak for short time in chilled water and then section slowly. Do not trim away the hydrated area.	

Revos Operator Guide Issue 9 135

## Frequently Asked Questions

The following frequently asked questions are answered in this section:

- How do I run a process with only one fixative step?
- What is the recommended way to open the lid during a process run?
- Why is the minimum time in the first wax 10 minutes?
- How can a step in a program be deleted in a program?
- How do I change the alcohol quality rotation setting?
- How can I abort a processing run?
- How do I power off the Revos correctly?
- What do I do if the instrument software screen is not responding?
- How do I check an underfill?
- How can I start a processing run on a step other than step 1?
- · How can I discard a concealed reagent or wax?
- How can I load a new reagent into one of the back (concealed) reagent positions?
- How can I manually rotate the concealed reagents and wax baths?
- Does the Revos automatically update for Daylight Savings Time (DST)?
- What is an alcohol hydrometer and how do I use it to check alcohol percentages?
- Can I use the flush cycle to clean my embedding base moulds?
- Why is my quality control usage limit count red instead of green?
- Why can I not enter values other than zero on my filters in the QC screen?
- How can I determine when my last reagent rotation occurred?
- How can I verify that all reagent / wax positions were used during the last processing run?
- How do I retrieve my tissues if an instrument malfunction occurs while the instrument is under vacuum or pressure?

 I exited the Inspect Reagents screen while loading reagent into a concealed bottle. How can I finish loading the bottle? How do I run a process with only one fixative step?

 From the Main Screen, press Options > Edit Program.

The Select a Program screen appears.

Select the required program.

The Options - Edit Program screen appears.

• Disable the Fixative 2 step by removing the checkmark (tick) from its box.

For details, refer to Editing a Program or Flush.

What is the recommended way to open the lid during a process run?

- Open the Lid.
- Wait until the status message says 'Lid released' and then open the lid.

For details, refer to Stopping a Process.

#### Note

Opening the lid without first pressing Lid Release will result in a Lid Open Alarm fault.

Why is the minimum time in the first wax 10 minutes?

This is to allow sufficient time to heat the surface of the level sensors.

If the surface of the level sensors are not allowed to heat up sufficiently, a covering of wax can be left on them when the Reaction Chamber is drained. This will cause the instrument to register the presence of wax up to the affected level and continue to attempt to drain an already empty chamber.

It takes ten minutes to ensure that the level sensors are all up to temperature.

How can a step be deleted in a program?

Other than for the fixatives, individual steps cannot be removed from a program.

To remove an entire group of reagents (for example, Dehydrant, Clearant or Infiltration):

 Remove the checkmark (tick) from the applicable box.

For details, refer to Editing a Program or Flush.

#### Note

Entering a zero time (00:00) for a step will NOT delete the step. The appropriate reagent will still be drawn into the chamber and then immediately drained.

How do I change the alcohol quality rotation setting?

 From the Main screen, press Options > Instrument Setup > Rotation Management.

The Instrument Setup – Rotation Management screen appears.

Use the A1 Quality Threshold arrow keys to adjust the rotation threshold up or down in 1.25% intervals.

For details, refer to Reagent Rotation.

How can I abort a processing run?

From the Process Monitoring screen, press Stop
 Abort.

The Status line will say 'Aborting Process' while the Reaction Chamber drains.

Once the chamber is empty, the baskets can be removed and another process started, if required.

#### Note

It is not recommended to abort a rotation run beyond the fixative step(s). All reagents and waxes should be used in a program when rotations are to take place – otherwise, a scheduled discard or replenishment might not occur.

How do I power off Revos correctly?

- Ensure that the instrument is not running a process. If it is, wait until the process has completed and then run a flush before powering off
- Switch off the main power switch, located at the back of the unit, and wait while the instrument powers down.
- When the red screen goes off, press OK.

It is now safe to turn off the battery switch located in the front cabinet.

What do I do if the instrument software screen is not responding?

- Power down the instrument.
- Wait 10 seconds then apply power to the instrument.

#### Note

If this is unsuccessful, please contact your local Epredia representative.

How do I check an underfill?

 From the Main screen, press Quality Control > Inspect Reagents.

The Quality Control – Inspect Reagents screen appears.

 Select the bottle that you want to inspect from the display on the left of the screen and press Inspect Reagent.

The reagent is drawn into the Reaction Chamber. Once this is complete, the reagent can be topped-up by pouring additional reagent directly into the chamber.

- When finished, close the chamber lid and press Return Reagent.
- For the precautions that need to be observed before attempting this procedure, refer to <u>Inspecting reagents and waxes</u>.

The chamber should be empty when inspecting a reagent.

Ensure that the alcohol positions are topped-up with an appropriate percentage (i.e. a percentage that is close to that recorded during inspection).



The use of an alcohol hydrometer is recommended for accuracy when attempting to determine percentages.

The use of an inappropriate alcohol percentage has the potential to adversely affect processing results.

How can I start a processing run on a step other than step 1?

 From the Reaction Chamber Available screen, press the Start Step button until the desired step is reached and then press Immediate Start.

The selected reagent will be drawn into the Reaction Chamber and the remainder of the process will run as programmed.

#### Note

A delayed start function is not available when 'step-starting' a process run.

How can I discard a concealed reagent or wax?

 From the Main screen, press Quality Control > Inspect Reagents.

The Quality Control – Inspect Reagents screen appears.

 Select the bottle or wax bath that you want to discard from the display on the left of the screen and press Inspect Reagent. The reagent or wax is drawn into the Reaction Chamber.

 Once the reagent or wax has been drawn into the Reaction Chamber, press **Discard** to discard it.

#### Note

If you are inspecting wax, it needs to remain in the chamber for a minimum of 10 minutes prior to pressing Discard so that the chamber has sufficient time to heat.

 Check that an empty reagent bottle or waste wax tray is in place and press Confirm Loaded.

The contents of the chamber drain into the appropriate container.

For details, refer to <u>Inspecting reagents and waxes</u> and <u>Discarding a Reagent after Inspection</u>.

How can I load new reagent into one of the back (concealed) reagent positions?

 From the Main screen, press Quality Control > Inspect Reagents.

The Quality Control – Inspect Reagents screen appears.

 Select the empty bottle that you want to load from the display on the left of the screen and press Load Reagent.

#### Note

The Load Reagent button is only available if the selected bottle is empty. If the selected bottle is full, its contents will need to be inspected and discarded before loading with new reagent.

 Place the new reagent into the appropriate Exchange position (Ex1 or Ex2) and press Confirm Loaded.

The contents of the Exchange bottle will be drawn into the Reaction Chamber and then automatically drained into the applicable concealed reagent position.

How can I manually rotate the concealed reagents and wax baths?

 From the Main screen, press Quality Control > Inspect Reagents.

The Quality Control – Inspect Reagents screen appears.

 Select the reagent or wax container that you want to discard from the display on the left of the screen and

#### Press Inspect Reagent.

The reagent or wax is drawn into the Reaction Chamber.

 Once the reagent or wax has been drawn into the Reaction Chamber, press **Discard** to discard it.

#### Note

If you are inspecting wax, it needs to remain in the chamber for a minimum of 10 minutes prior to pressing Discard so that the chamber has sufficient time to heat.

 Check that an empty reagent bottle or waste wax tray is in place and press Confirm Loaded.

The contents of the chamber drain into the appropriate container.

For details, refer to <u>Inspecting reagents and waxes</u> and <u>Discarding a Reagent after Inspection</u>.

 To rotate the next reagent or wax in the sequence down to the empty position, select that reagent's image from the display on the left of the screen and press Inspect Reagent.

The reagent is drawn into the Reaction Chamber.

 Once the reagent or wax has been drawn into the Reaction Chamber, press Rotate Reagent.

The contents of the chamber will drain one position down the reagent or wax line instead of being returned to its original container.

• Continue this process until all reagents or waxes have been rotated appropriately.

Does Revos automatically update for Daylight Savings Time (DST)?

No, it does not. If located in an area where DST is observed, the time needs to be manually changed.

To change the time:

 From the Main Screen press Options > Set Time.

The Options – Set Time screen appears.

- Press +1 to select winter/summer time. Daylight saving in summertime should show +1 selected (yellow).
- Press **OK** to save the changes.

What is an alcohol hydrometer and how do I use it to check alcohol percentages?

A hydrometer is used to measure the specific gravity of liquids. An alcohol hydrometer measures the specific gravity of alcohol and correlates it to a scale marked on the hydrometer that measures percentage or proof, or both.

To check the alcohol percentage of a concealed dehydrant position:

 From the Main screen, press Quality Control > Inspect Reagents.

The Quality Control – Inspect Reagents screen appears.

 Select the bottle that you want to inspect from the display on the left of the screen and press Inspect Reagent.

The reagent is drawn into the Reaction Chamber. Once the reagent has been drawn into the Reaction Chamber, a sample can be removed for testing purposes.

- For details, refer to <u>Inspecting reagents and</u> waxes.
- Pour the sample into a tall (preferably clear) container such as a graduated cylinder.
- Gently lower the hydrometer into the cylinder allowing it to come to rest.

#### Note

It is important that the hydrometer floats freely in the sample and does not touch the bottom or sides of the container. Choose a container of suitable size and fill it with an appropriate amount of sample reagent so that the hydrometer floats within it.

 To read the value of the sample, look for the point at which the top of the sample touches the hydrometer and the corresponding point on the hydrometer's percentage / proof scale.

#### Note:

The majority of under-fill problems on Revos can be eliminated by using 5 litre reagent bottles.

Can I use the flush cycle to clean my embedding base moulds?

No. It is recommended that the flush cycle be used solely to clean the Reaction Chamber and basket(s). Cleaning base moulds during a flush cycle increases the amount of paraffin in the flush reagents.



Flush reagents can only be used a maximum of five times.

Why is my quality control usage limit count red instead of green?

This indicates that the quality control limit has been reached (or exceeded) for that particular

limit count: reagent or filter. A yellow QC triangle will also be shown in this

scenario.

Yellow usage limit count:

Red usage

This indicates that there is one use remaining (or in the case of a filter, one week remaining) until the limit has been reached.

Green usage limit count: This indicates that the count is within the defined use limit period.

To view or edit use limit settings:

 From the Main screen, press Options > Instrument Setup > Reagent Use Limits.

The Instrument Setup – Reagent Use Limits screen appears. From here you can view and define the use limits for fixatives, filters and flush reagents.

Why can I not enter values other than zero on my filters in the QC screen?

Counts can only be cleared on filters and flush reagents within the Quality Control screen.

To view or edit use limit settings:

 From the Main screen, press Options > Instrument Setup > Reagent Use Limits.

The Instrument Setup - Reagent Use Limits screen appears.

#### Note

For the flush reagents, use limit settings cannot be increased beyond the default value of five.

If required, fixative counts can be adjusted. For example, if a process run was started and aborted in the first fixative step, you may wish to adjust the

Fix1 count in order to more accurately reflect actual usage.

To adjust a fixative count:

 From the Main screen, press Quality Control > Detailed Information.

The Quality Control – Detailed Information screen appears.

 Select the required fixative from the display on the left of the screen.

An Adjust Count button appears within the Detailed Information screen.

• Press Adjust Count.

The Adjust Count – Fixative Use Count screen appears.

Enter the required fixative count value and press
 OK to save.

How can I determine when my last reagent rotation occurred?

 From the Main screen, press Quality Control > Detailed Information.

The Quality Control – Detailed Information screen appears.

This screen lists all of the concealed reagents and wax baths and for each one shows the loading date, the last rotation date and the number of times that it has been used.

How can I verify that all reagent / wax positions were used during the last processing run?

 From the Main screen, press Quality Control > Reports > Concise Event Log – View.

An on-screen report appears that shows a listing of the reagent / wax positions used during a particular processing run, their order of use and the times that each one was drawn into the Reaction Chamber.

#### Note

The following time periods can be specified for reports:

- The last run
- The last 24 hours
- The last 7 days
- All data

Why are my processing results very poor immediately following a reagent rotation?

Check the quality of your new A6 reagent to ensure that the previously discarded A1 waste has not been accidently reloaded into the instrument:

- From the Main screen, press Quality Control > Inspect Reagents.
- Select the A6 bottle by pressing on its image and then press Inspect Reagent.

Once the reagent has been drawn into the Reaction Chamber, it can be visually inspected. For more details, refer to <u>Inspecting reagents</u> and waxes.

#### Note

If waste has been accidentally reloaded, it should be readily apparent once the reagent is visually inspected. If in doubt, a hydrometer can be used to determine the alcohol percentage. The A6 position should always contain 100% alcohol.

 If it is determined that former A1 waste has been accidentally reloaded, each position from A6 through W3 should be discarded and loaded with fresh reagent / wax. For more details, refer

- to <u>Discarding a Reagent after Inspection</u> and <u>Loading a Reagent or Wax After a Discard</u>.
- In the event of a xylene rotation only (that is, alcohol did not rotate along with xylene), start by inspecting X3. If it is determined that former X1 waste has been accidentally reloaded, each position from X3 through W3 should be discarded and loaded with fresh reagent / wax.

How do I retrieve my tissues if an instrument malfunction occurs while the instrument is under vacuum or pressure?

- Open the lid gently or Stop / Abort options, if available.
- If these options are not available, open the lefthand door, and press the red release button on the front of the left-hand side of the compartment.



- Remove all specimens from the Reaction Chamber.
- Rotate the central cone to access baskets easier.

I exited the Inspect Reagents screen while loading reagent into a concealed bottle. How can I finish loading the bottle?

- The reagent will be in the Reaction Chamber. To return to the Inspect Reagents screen, from the Main Screen, press Quality Control > Inspect Reagents.
- Press **Rotate** to complete loading the reagent to the concealed bottle.

# **Appendices**

The appendices provide additional information about your Revos instrument.

The following subjects are covered:

- Spares and accessories.
- Fitting optional vent adapters.
- Repacking your instrument after it has been decommissioned.
- Approved reagents.
- Program examples.
- Screen maps showing how the instrument's software menus and options are organised.

# Appendix A - Accessories

## Accessories Baskets

Item	Quantity	Part Number
Organised basket (Set of 6)	1	A84110031
Mega basket (Set of 6)	1	A84110032
Level Sensor cleaning pad	1	A78410095

## Extraction Adaptor Kits

Item	Quantity	Part Number
Downdraft Extraction Duct Adapter Kit	1	A84110045
Main Air System Duct Adapter Kit	1	A78410024

## Filters

Item	Quantity	Part Number
Vapour filter (carbon)	1	9990610
Carbon	6	7411258
Formaldehyde Filter	1	9990612
Formaldehyde Filter	6	B9990612CS

## Reagent Bottles and Wax Kits

Item	Quantity	Part Number
5 litre Reagent Bottle (empty)	6	AP14721
Wax Waste Tray	5	A82310032

## Note

A range of tissue processing reagents and wax exchange kits are available from your Epredia representative.

## General

Item	Quantity	Part Number
Operator Guide	1	A84110100
Spatula	1	P09046
2GB USB Flash Drive	1	AP17385

### Appendix B - Fitting the Optional Vent Adapters

The optional vent adapters allow fumes to be extracted from Revos into a fume cupboard or hood, or vented to the outside atmosphere.



Do not use the vent adapters to extract the fumes through the building's Heating, Ventilating, and Air Conditioning (HVAC) system or a common site extraction system.

#### Extraction Vent Adapter

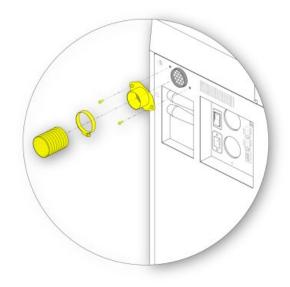
The main air system duct adapter attaches to the vent outlet on the back of the instrument and vents reagent and wax fumes away from the instrument through flexible ducting.



Do not remove the main extraction filters when the extraction vent adapter has been fitted to the instrument.

To fit the extraction vent adapter:

- Fit the extraction vent adapter to the vent outlet on the rear of the instrument with the fixings supplied.
- Attach flexible ducting to the vent adapter and secure with the clip.
- Route the ducting to a vented area.



Fitting the extraction vent adapter

#### Downdraft Extraction Vent Adapter

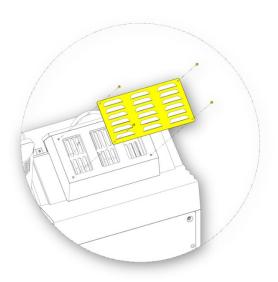
The downdraft extraction duct adapter kit attaches to the back of the downdraft filter compartment and vents the downdraft airflow away from the instrument through flexible ducting.



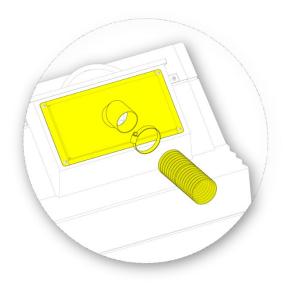
Do not remove the main extraction filters when the extraction vent adapter has been fitted to the instrument.

To fit the downdraft extraction vent adapter:

Remove the cover from the back of the instrument.



- Open the downdraft filter cover and remove the downdraft filter. The filter should be replaced after the adapter has been fitted.
- Fit the downdraft extraction vent adapter to the back of the instrument using the screws and gasket provided.
- Attach flexible ducting to the vent adapter, secure with the clip and route the ducting to a vented area.



Fitting the Downdraft Extraction Vent Adapter

### Appendix C - Repacking Instructions

If the instrument is to be transported, follow these packaging instructions, after unloading ALL reagents and wax and switching the instrument off. For more information, refer to <a href="Instrument Shutdown">Instrument Shutdown</a> Procedure and <a href="Unloading Reagents">Unloading Reagents</a>.



When you return or move the instrument you must remove any excess tissue left in the instrument and carry out a flush before packing the instrument in the packing container.



When moving Revos, use safe lifting practices. Revos weighs approximately 165 kg (364 lb) when empty.



At least two people are needed to safely move the instrument.

#### Note

The battery isolation switch must be set to O (OFF) to isolate the battery prior to shipping.

#### Note

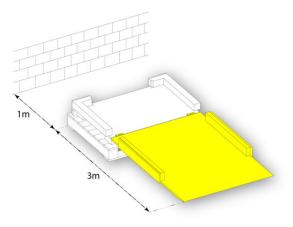
Use ALL original packaging and keep the instrument upright at ALL times.

Place the base of the packaging in a clear area.
 3.5 metres is required in front of the packaging for the ramp and approximately one metre is required behind the packaging.

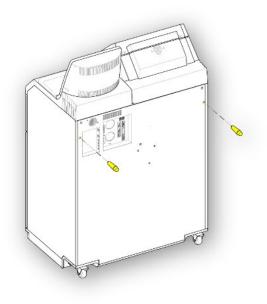
#### Note

The wooden piece slots under the plinth.

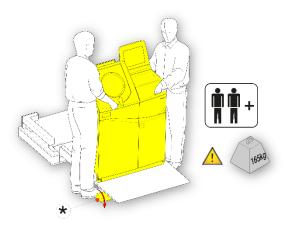
• Lower the packaging ramp:



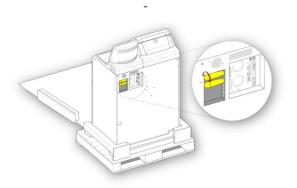
• Fit the handles to the back of the instrument:



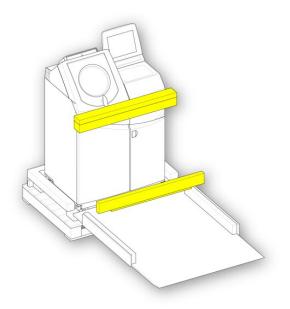
• Carefully wheel the instrument up the ramp until it sits securely in the base:



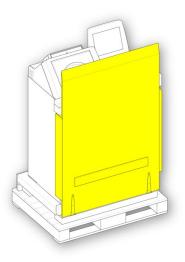
• Remove the handles and secure them at the back of the instrument:



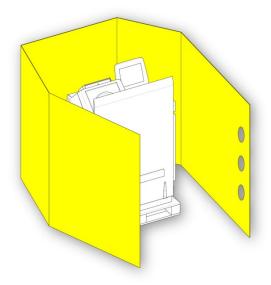
• Put the foam pieces in place:



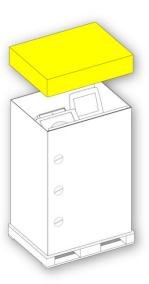
• Raise the ramp:



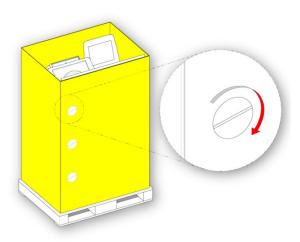
• Fit the outer cover:



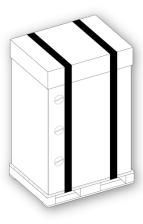
• Fit the lid over the outer cover:



• Turn the three fasteners to secure the outer cover in place:



 Secure the packaging using two bands through the palette and over the lid:





After packaging, ensure that the instrument is kept upright at all times while it is being transported.

# Appendix D - Approved Reagents

All the reagents specified by Epredia for use with the Epredia Revos tissue processor are listed below.



Do not use Bouin's fixative, acetone, formal saline, or any reagents containing calcium chloride.

Waxes containing DMSO may damage painted surfaces – in particular if the painted surface is scratched.



Refer to the Safety Data Sheets (SDS) when handling the reagents.

Type	Approved Reagents
Fixatives	<ul><li>10% neutral buffered formalin (phosphate buffers)</li><li>Richard-Allan Scientific Pen-Fix</li></ul>
Dehydrants	<ul> <li>Ethanol</li> <li>Reagent grade alcohol (RGA) / industrial methylated spirit (IMS) – up to 5% methanol in ethanol</li> <li>Isopropyl alcohol</li> <li>Richard-Allan Scientific Flex 100 (up to 40% methanol in isopropyl alcohol)</li> </ul>
Clearants	<ul> <li>Xylene</li> <li>Toluene</li> <li>Shandon Xylene Substitute</li> <li>Richard-Allan Scientific Clear-Rite 3</li> </ul>
Infiltrants	<ul> <li>Shandon Histoplast</li> <li>Shandon Precision Cut</li> <li>Richard-Allan Scientific Histoplast PE</li> <li>Richard-Allan Scientific Histoplast LP</li> <li>RA Lamb VA5</li> <li>Richard-Allan Scientific Type 1, Type 3, Type 6, Type 9, Type L and Type H</li> </ul>
Flush	<ul> <li>Any of the named clearants (max 65° C)</li> <li>Any of the named dehydrants</li> <li>Water</li> </ul>
Surface Cleaning	Sodium hypochlorite (10% in water used at ambient temperature)

# Appendix E - Program Examples

The tables in this appendix show the default process and flush programs installed on Revos. They have all been validated.

### Routine Surgical

Step	Reagent		Temp (°C)	Time (hh:mm)	Vac	Drain time (sec)
1	10% Formalin	า	Amb.	0:16	Off	60
2	10% Formalin	า	Amb.	0:16	Off	80
3		75%	35	0:19	On	30
4	Dehydrant	90%	35	0:19	On	30
5	Group	95%	35	0:26	On	80
6	(Alcohol)	100%	35	0:19	On	30
7		100%	35	0:19	On	30
8	-	100%	35	0:28	On	80
9			35	0:21	On	30
10	Clearant Gro	up	35	0:21	On	30
11	(xyiene)		35	0:21	On	80
12	I div vi		62	0:21	On	120
13	Infiltration Gro (Wax)	oup	62	0:21	On	120
14	( v v ax)		62	0:28	On	120

Revos Operator Guide Issue 9 151

## Rapid Biopsy

Step	Reagent		Temp (°C)	Time (hh:mm)	Vac	Drain time (sec)
1	10% Forma	llin	Amb.	0:07	Off	120
2	10% Forma	llin	Amb.	0:07	Off	30
3		75%	Amb.	0:07	On	30
4		90%	Amb.	0:07	On	30
5	Dehydrant	95%	Amb.	0:07	On	80
6	(*	100%	Amb.	0:07	On	30
7		100%	Amb.	0:07	On	30
8		100%	Amb.	0:07	On	80
9			Amb.	0:07	On	30
10	Clearant Gr (Xylene)	oup	Amb.	0:07	On	30
11	(Aylerie)	Amb.	0:15	On	80	
12	Lefther of the original of the		62	0:10	On	120
13	Infiltration G (Wax)	aroup	62	0:07	On	120
14	()		62	0:07	On	120

## Thick Surgical

Step	Reagent		Temp (°C)	Time (hh:mm)	Vac	Drain time (sec)
1	10% Forma	ılin	Amb.	0:10	Off	30
2	10% Forma	ılin	Amb.	0:10	Off	60
3		75%	35	0:30	On	30
4		90%	35	0:30	On	30
5	Dehydrant Group	95%	35	0:40	On	30
6	(Alcohol)	100%	35	0:30	On	30
7		100%	35	0:30	On	30
8		100%	35	0:40	On	60
9	01		35	0:30	On	30
10	Clearant Gr (Xylene)	oup	35	0:30	On	30
11	(Aylerie)	35	0:40	On	60	
12	I CH E O		62	0:30	On	120
13	(Wax)	Infiltration Group	62	0:30	On	120
14	(Trany		62	0:40	On	120

## Large Surgical

Step	Reagent		Temp (°C)	Time (hh:mm)	Vac	Drain time (sec)
1	10% Forma	llin	Amb.	1:00	Off	80
2	10% Forma	llin	Amb.	1:00	Off	60
3		75%	55	1:00	On	30
4		90%	55	1:00	On	30
5	Dehydrant Group	95%	55	1:00	On	80
6	(Alcohol)	100%	55	1:00	On	30
7		100%	55	1:00	On	30
8		100%	55	1:00	On	80
9			55	1:00	On	30
10	Clearant Gr (Xylene)	oup	55	1:00	On	30
11	(Aylerie)		55	1:00	On	80
12	Letter Cons		62	1:00	On	120
13	Infiltration G (Wax)	aroup	62	1:30	On	120
14	(1100)		62	2:00	On	120

# Standard Flush Program

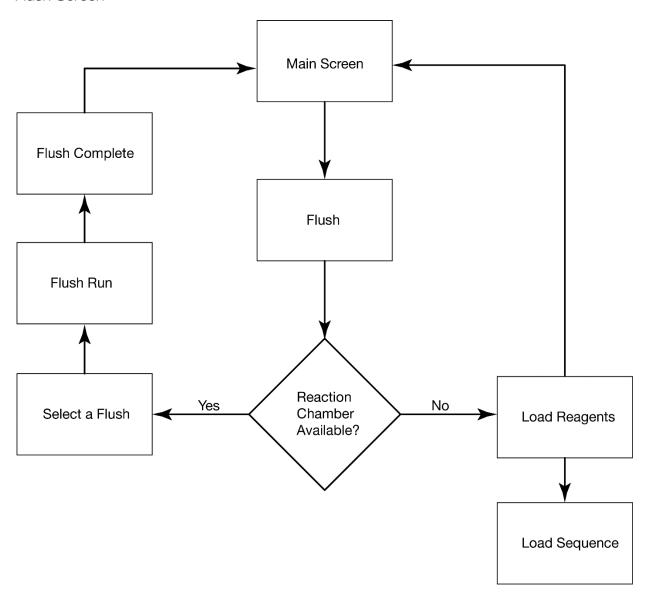
Step	Reagent	Temp (°C)	Time (hh:mm)	Vac	Drain time (sec)
1	Flush 1	60	0:20	On	30
2	Flush 2	45	0:06	On	30
3	Flush 3	Amb.	0:02	On	30

## Extended Flush Program

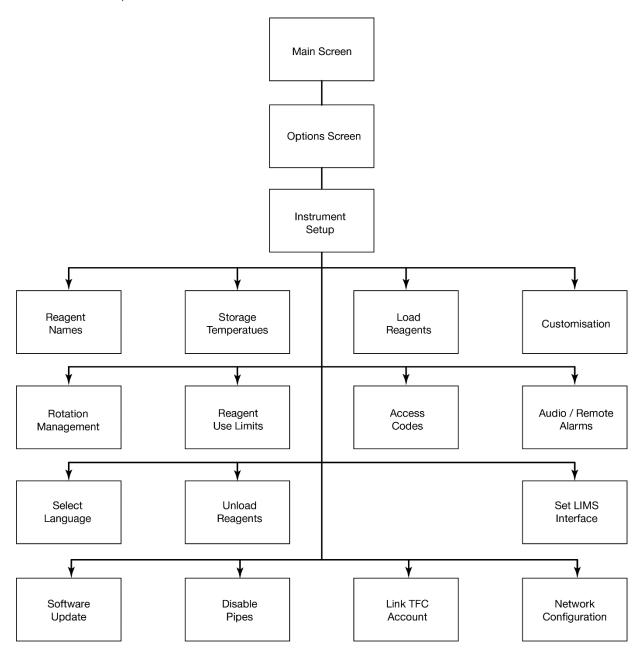
Step	Reagent	Temp (°C)	Time (hh:mm)	Vac	Drain time (sec)
1	Flush 1	60	0:30	On	30
2	Flush 2	45	0:06	On	30
3	Flush 3	Amb.	0:02	On	30

# Appendix F - Screen Maps

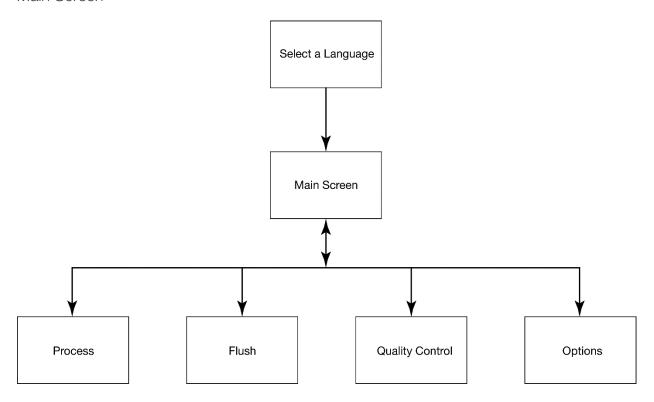
Flush Screen

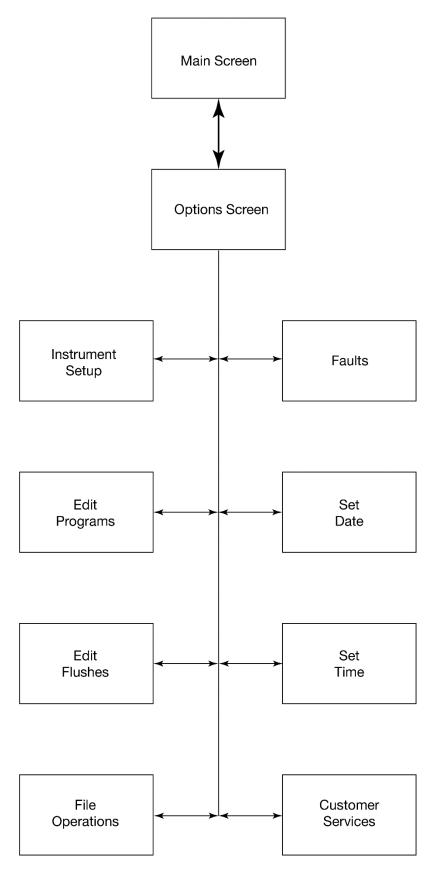


### Instrument Setup Screen

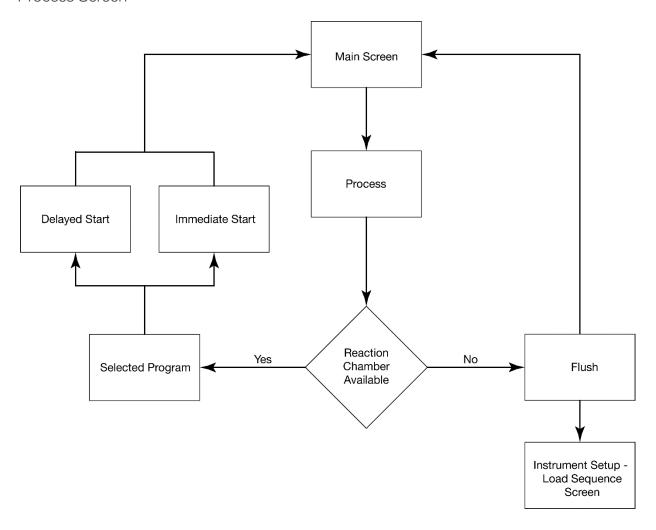


### Main Screen

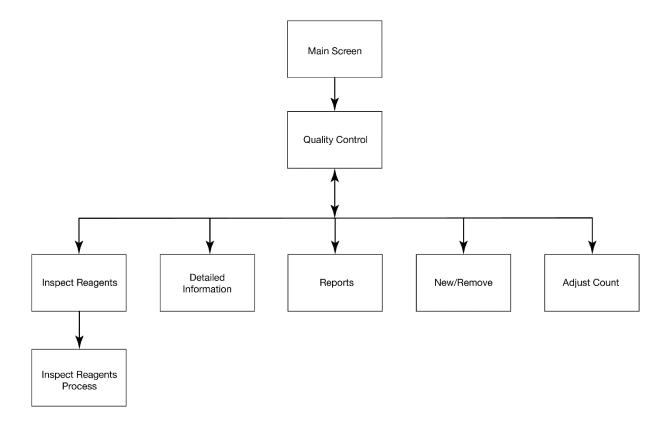




### Process Screen



### Quality Control Screen



Revos Operator Guide Issue 9 160

# Index

A	Appendix D - Approved Reagents	150
A	Appendix E - Program Examples	151
Aborting a Program57	Appendix F – Screen Maps	155
Access Code Protection	Approved Reagents	150
Adding a New System User105	Program Examples	151
Deleting a System User107	Repacking	147
Deleting Admin107	Vent Adapters	145
Enabling104	Approved Reagents	11
Granting Access to a Function106	Audio and Remote Alarms	108
Removing Access to a Function107	Using Audio and Remote Alarms	108
Accessories		
General144	В	
Reagent Bottles144		4.6
Wax Kits144	Basic Operation	
Accessories	Routine Processing	
Accessories Baskets	Starting a Program	
Extraction Adaptor Kits144	Battery Backup	10
Filters		
Accessories	C	
Reagent Bottles and Wax Kits144	Changing the Start Step	63
Adding Specimens56	Cleaning	
Additional Changes before Processing 47	Safety	120
Advanced Operation73	Cleaning and Maintenance	120
Reagent and Filter Quality Control74	Cleaning Safety and Tasks	120
Reagent Management	Cleaning Tasks	121
Advanced Processing 61	Clearing Spillages	
Adjusting the End Time	Daily and Weekly Cleaning Tasks	
Changing Program Parameters 62	Safety	
Changing the Delay Settings 64	Cleaning the Reaction Chamber	59
Changing the Delay Step65	Company Information	3
Delay Settings	Completing a Program	58
Delay Step	Cleaning the Reaction Chamber	59
End Time	Draining the Reaction Chamber	58
Selecting a Program	Flushing the Instrument	60
Appendices143	Flushing the Reaction Chamber	59
Accessories144	Reaction Chamber	58
Appendix A - Accessories144	Configuring and Loading Reagents	73
Appendix B - Fitting the Optional Vent Adapters	Configuring Reagents	
145	Defining Reagent Names	31
Appendix C - Repacking Instructions147	Connections	21

Autodialer25	Flush Reagents	69
Laboratory Information Management System	Flushing the Instrument	60
(LIMS)25	Flushing the Reaction Chamber	59
Mains Power24	Frequently Asked Questions	136
Remote Alarm24		
Contact address	G	
contents		
Customer Services	General Cleaning and Maintenance	
Menu119	Changing Filters	
Customisation and Workflow87	Cleaning the Display	
Customisation87	Instrument Shutdown Procedure	
Workflow Processing Options89	Regular Maintenance Checks	125
Customising Your Instrument	Unloading Reagents	126
D	Н	
Discarding a Reagent after Inspection 78	How to use this Guide	9
Displaying Detailed Reagent Information	Chapter Summary	9
Disposal of Sealed Lead Acid Batteries	Introduction	9
	/	
EMC Statement	Identification of Parts	12
Environment	Initial Setup	26
Epredia Cloud Services	Instrument Start-up Procedure	26
Extraction Filters 22	Setting the System Time and Date	28
LAU de li OTT III de 15	System Time and Date	
	Inspecting a Reagent	77
F	Inspecting Reagents and Waxes	
Faults	Installation and Setup	
Alert Icons130	Instrument Faults	
Fault Status Screen132	Instrument Positioning and Setup	21
Using the Fault Status Screen132	Centre of Gravity Positions	
File Operations110	Levelling the Instrument	
Loading and Saving Setup116	Interface	
Loading Flushes112	Information Bar	
Loading Programs112	Menus, Options and Buttons	16
Saving Flushes111	On-screen Help	
Saving Programs111	The Main Screen	
Filter and Reagent Usage Information 66	Touchscreen	
Fitting the Filters	Introducing Revos	
Downdraft Filter	Introduction to Revos	
Extraction Filters	IVD Intended Purpose	
Optional Vent Adaptors23	D College of approximation	
· · · · · · · · · · · · · · · · · · ·		

Fixative Reagents...... 68

	Inspecting a Reagent	77
L	Inspecting Reagents and Waxes	76
Language118	Loading a Reagent or Wax after a Discard	80
Changing118	Reagent, Wax and Filter Checks	74
Display Language118	Rotating a Reagent or Wax after a Discard	80
LIMS25, 117	Running and Viewing Reports	81
Loading a Reagent or Wax after a Discard 80	Reagent and Flush Bottles	123
Loading Reagents34	Cleaning	123
Loading Wax	Flush 3 Water Bottle	123
	Supply Bottle Dip Tubes	123
M	Reagent Management	
	Configuring and Loading Reagents	73
Monitoring a Program53	Reagent Rotation	71, 83
	Requesting Reagent Rotation	86
P	Triggers	83
Program Examples	Triggers for Reagent Rotation	83
Extended Flush Program154	Reagent Rotation Example	71
Large Surgical154	Reagent, Wax and Filter Checks	74
Rapid Biopsy152	Reagents	
Routine Surgical151	Clearants	46
Standard Flush Program154	Dehydrants	45
Thick Surgical153	Fixatives	46
Program Parameters	Flush Reagents	43
Programs and Flushes	Flushing the Reaction Chamber	44
Creating a New Program or Flush95	Load Sequence	40
Editing a Flush97	Loading Clearants	46
Editing a Program97	Loading Dehydrants	45
Editing a Program or Flush	Loading Fixatives	46
Flush Details91	Loading Flush Reagents	43
New Flush95	Loading Wax	40
New Program95	Names	31
Program Details91	Running the Load Sequence	40
Start Type102	Storage Temperatures	32
	Use Limits	33
Q	Renewing Dehydrants, Clearants and Infiltrants Rotation	
Quality Control Checks	Renewing Fixative Reagents	
Instrument Faults52	Renewing Flush Reagents	
Quality Control, Filter and Reagent Renewal Limits 66	Requesting Reagent Rotation	
	Revos Interface	
R	RFID – Radio Frequency Identification	35
	RFID Loading	
Reagent and Filter Quality Control	RFID Machine Setup	
Displaying Detailed Reagent Information 75		

RFID Specific Reagent Inspection 37	Fuses13
RFID Discarding79	Interface Connections13
RFID Reagent Inspection	Mechanical Specifications13
RFID Unloading127	
Rotating a Reagent or Wax after a Discard 80	$\mathcal{T}$
Routine Processing	,
Loading Specimens49	Tissue Cassettes
Running and Viewing Reports81	Troubleshooting
	Faults
S	Hard, Brittle Tissue135
3	Processing Problems134
Safety Information 6	Soft, Spongy Tissue
Chemical Safety7	
General Safety6	U
Introduction 6	
Screen Maps	Unpacking and Moving the Instrument20
Flush Screen155	Moving20
Instrument Setup Screen156	Unpacking20
Main Screen157	Using the Touchscreen15
Options Screen158	
Process Screen159	V
Quality Control Screen160	Vent Adapters
Setting Laboratory Information Management System	Downdraft Extraction Vent Adapter145
(LIMS) Messages25, 117	Extraction Vent Adapter145
Setting the Workflow Processing Options 89	Extraction vones tagetor
Setting Use Limits	147
Shutdown Procedure126	W
Stopping a Process 57	Warranty Statement8
Storage Temperatures	Wax and Wax Baths122
System Specifications	Cleaning the Wax Bath122
Electrical Specifications	Discarding Used Wax122
Environmental Specifications14	Wax Discard and Reagent Rotation Information 67

# Revision Control For This Document

Date	Revision number	Changes made
February 2022	9	IVDR compliance requirements added, including this revision record table.
		Add Sample Preparation information (Chapter 3)





Tudor Road, Manor Park Runcorn, WA7 1TA United Kingdom +44 (0) 800 018 9396 +44 (0) 1928 534 000 4481 Campus Drive Kalamazoo, MI 49008 United States +1 (800) 522-7270

