

Maintenance Form of Nucleic Acid Amplification Analyzer (UC/UP series)

User Name:		Date:		Instrument Quantity:	
Instrument Name		Instrument Type:		Instrument No.:	
Engineer and Telephone:		Installation Site:		Maintenance type	☐ Annually ☐ Quarterly ☐ Monthly
Maintenance Items					
No.	Item	Procedure	Done or Not		
1	Screen	- Inspect and calibrate the touch screen, make sure it is well -functioning, without damaged or flashing. - Use swab or soft cloth with 75% ethanol to clean the screen.	☐ Done ☐ Not		
2	Indicator	Inspect whether all indication lights are functioning.	☐ Done ☐ Not		
3	Surface	Use soft cloth with 75% ethanol to clean all the surfaces.	☐ Done ☐ Not		
4	Moving Parts	Turn on the power, check if all the moving parts are functioning without abnormal noises.	☐ Done ☐ Not		
5	Cartridge Bin	- Use swab or soft cloth with 75% ethanol to clean the cartridge bin. - Inspect the inner channel and clean any foreign material (wax, liquid.....).	☐ Done ☐ Not		
6	Cover	Close and open the cover to inspect whether it is well-functioning.	☐ Done ☐ Not		
7	BSC	- Use soft cloth with 75% ethanol to clean the BSC(biosafety cabinet) - Use ultraviolet light to do a full disinfection for 30 minutes. (optional)	☐ Done ☐ Not		
8	Pipette	- Use soft cloth with 75% ethanol to clean the pipette - Use ultraviolet light to do a full disinfection for 30 minutes. (optional)	☐ Done ☐ Not		
9	Magnet Belt System	Use Reset/Calibration/... process to see if the magnet belt is normally moving.	☐ Done ☐ Not		
10	Temperature Control System	- Test the temperature rise and fall of all zones of all modules. - Inspect the temperature by thermometer.(optional)	☐ Done ☐ Not		
11	Optical System	- Click the sampling test, inspect whether there are red/blue/... light at the bottom of cartridge bin. - Inspect the surface of optical fiber lens and clean them by soft cloth with 75% ethanol. (optional for UC series machine) - Inspect and calibrate the fluorescence value (CY5/FAM/ROX/ HEX...).	☐ Done ☐ Not		
12	Rail System	- Inspect and lubricate the rails of magnet belts. - Inspect and lubricate the rail/screw rod/... for the linear optical channel	☐ Done ☐ Not		

13	Software	- Inspect whether there is error dialog box when starting up - Inspect the parameters backup and save new backup after calibration - Inspect the QR code version and upgrade it to the latest version. - Inspect the system version and upgrade it to the latest version.	☐ Done ☐ Not
14	Quality Control Test	- Run positive control and negative control in all modules - Inspect the result, curve quantity and curve shape.	☐ Done ☐ Not
Note: - When all the inspections done, the analyzer can be normally used. - If there are any further issues, please do further calibration or spare parts replacement.			
Conclusion: ☐ Analyzer is all functional, and it's ready for use. ☐ Analyzer is malfunctioning. 			