

Rabies MyLIMS Screenshot Tutorial



Using Internet Explorer access the webpage

<http://starlims.dhnh.md.gov/starlims10.dhnhlabs.prod/> Welcome to Starlims should appear on the screen. First time users should single left click “Check Requirements.”

Rabies MyLIMS Screenshot Tutorial



Requirements to run the Starlms application are MSIE and .NET, Viewers (Crystal Reports), and IE browser configuration are key components to begin the process in the Starlms database.

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Please make sure you are accessing Starlims using internet explorer browser 7.0 or lower and you have Microsoft.net 1.0 and 1.1 Framework installed.

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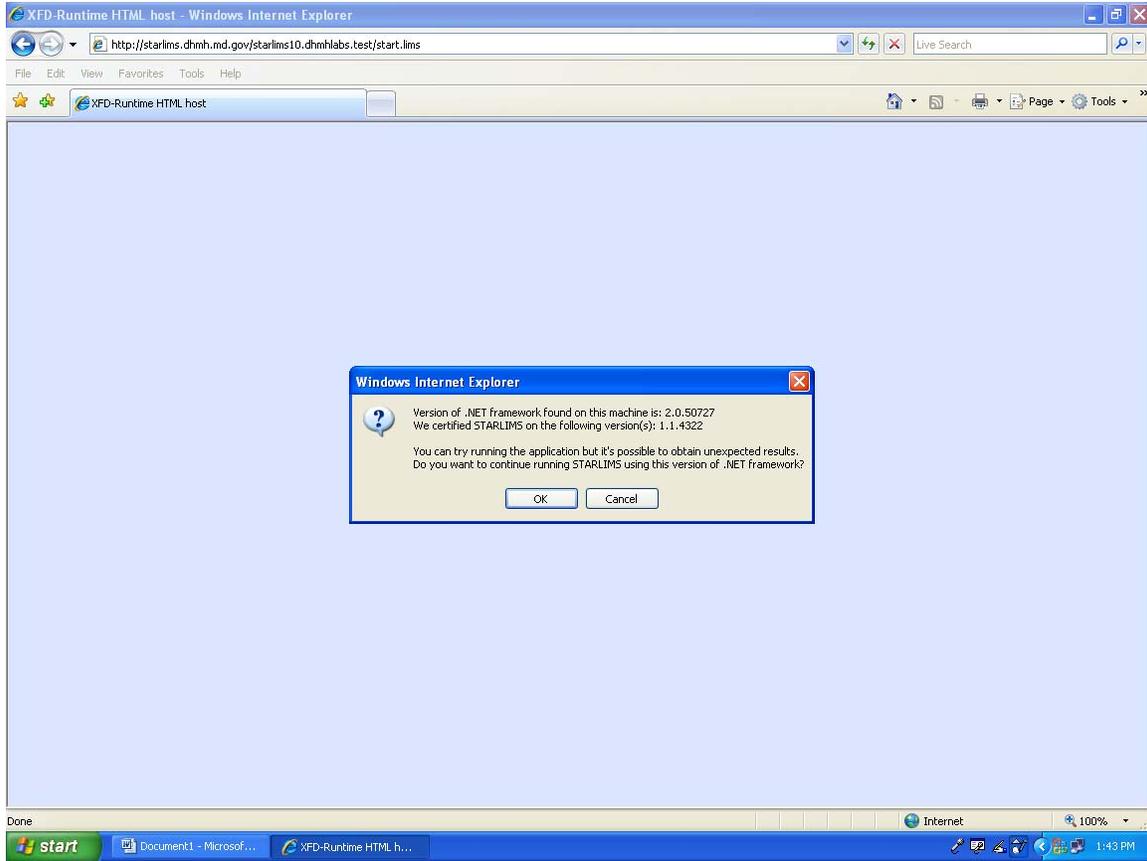
Crystal Reports Viewer allows you to view and print reports. You **MUST** download this component in order to view and print reports. You may need to install Adobe Acrobat Reader and Microsoft Word Viewer if these programs are not on your computer.

Rabies MyLIMS Screenshot Tutorial



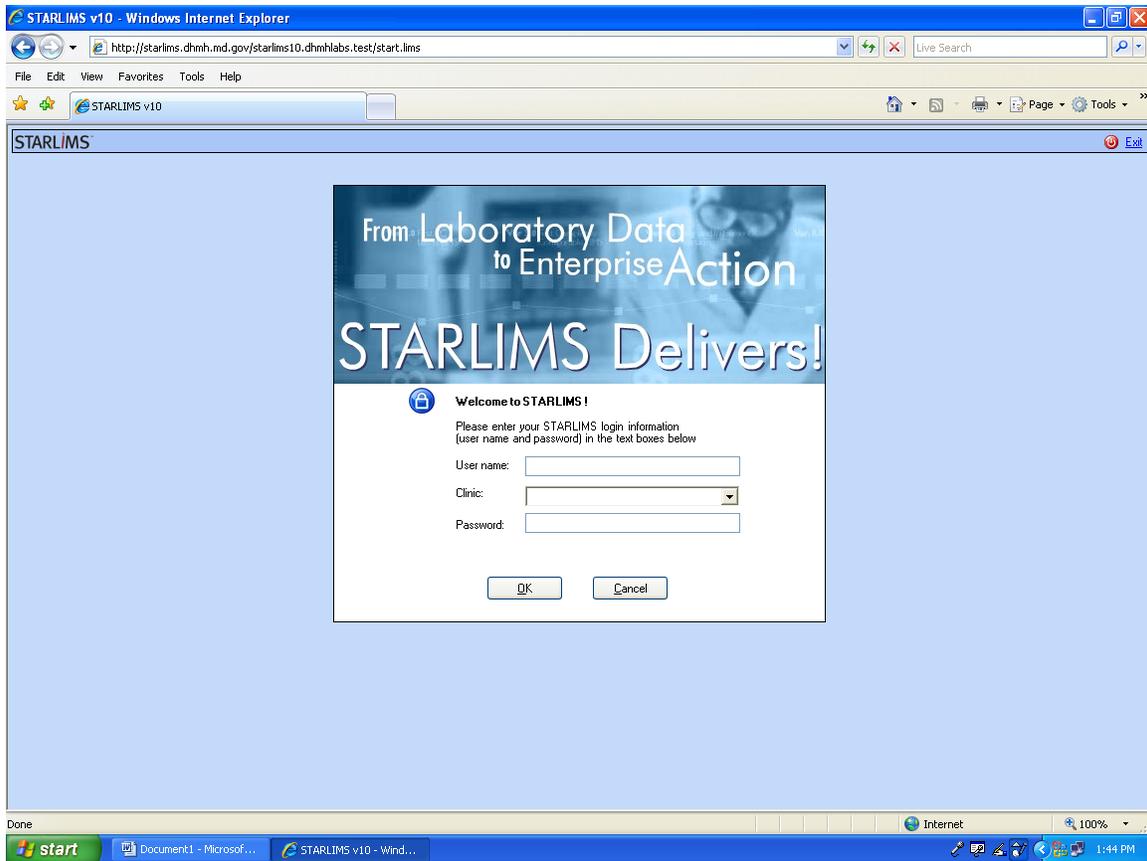
This script **MUST** be downloaded (with computer administrator rights) to automatically configure the settings for internet explorer to use for Starlims Database.

Rabies MyLIMS Screenshot Tutorial



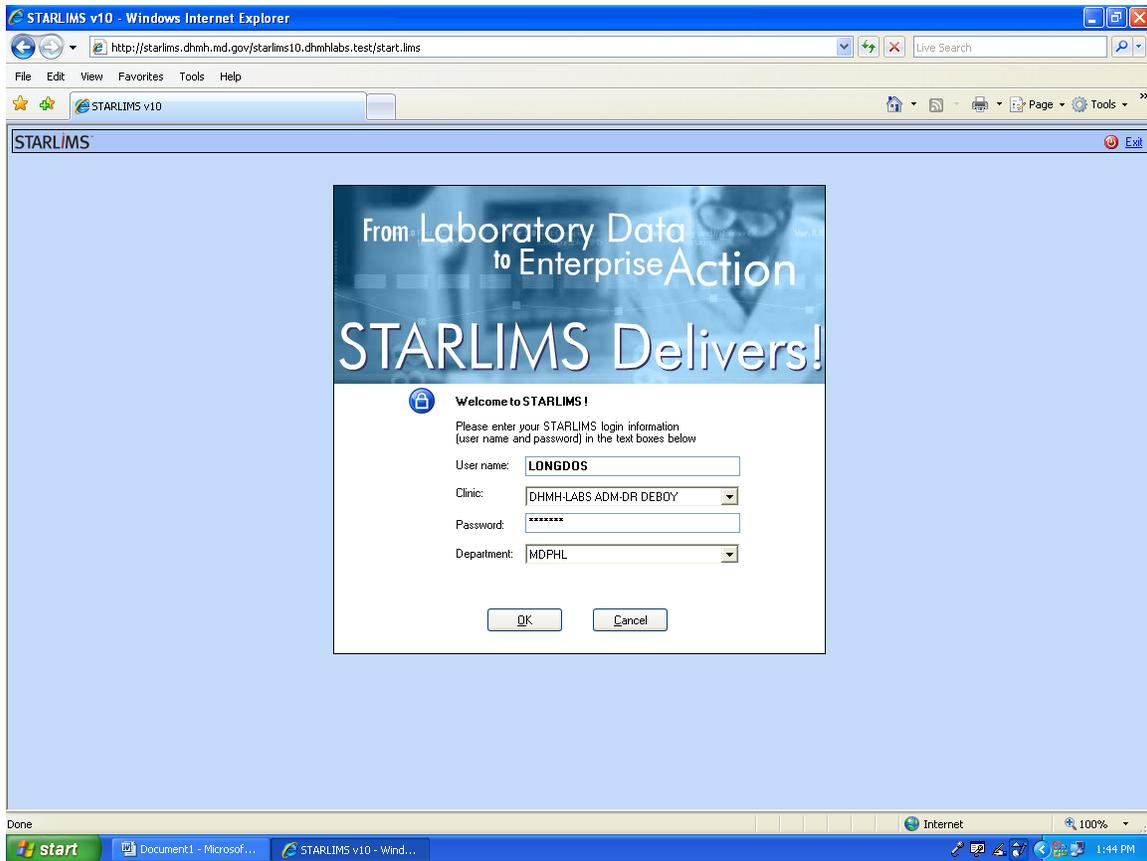
A prompt will appear regarding the version of .NET Framework installed on your computer. Single left click ok.

Rabies MyLIMS Screenshot Tutorial



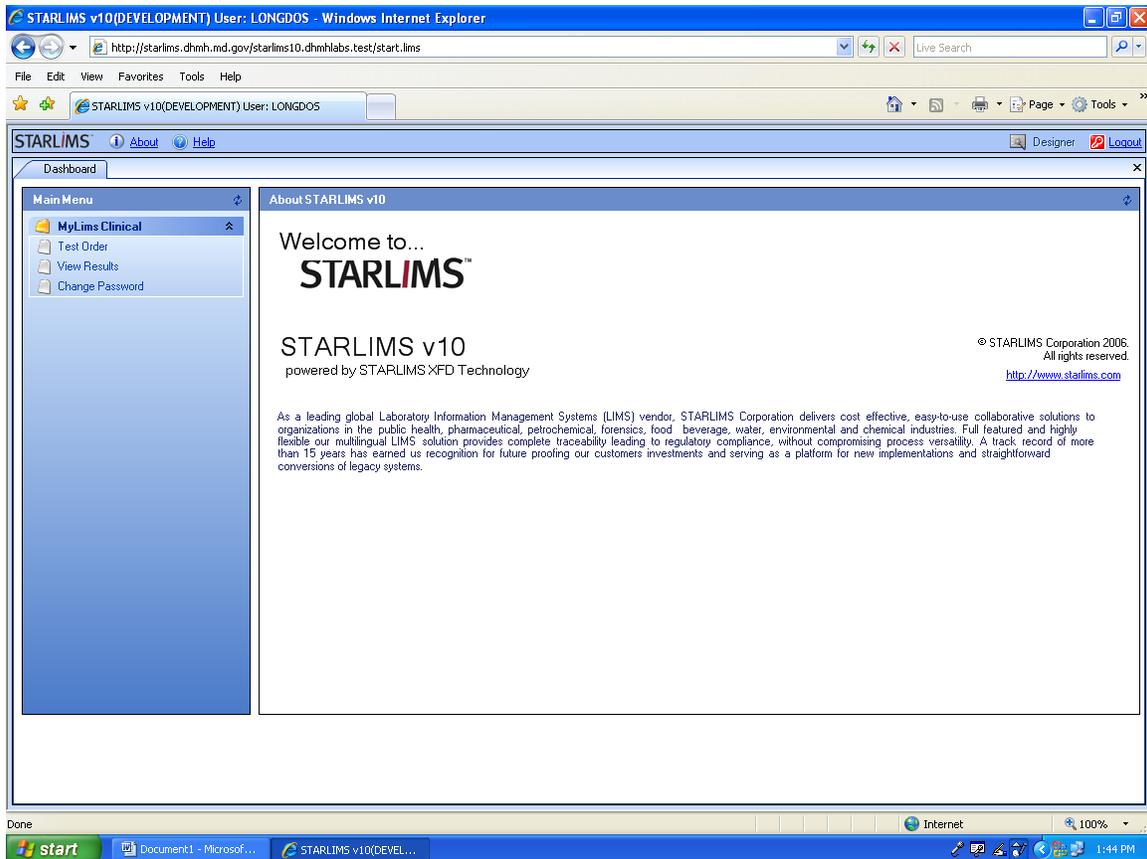
The STARLIMS Delivers login will appear on the screen. Enter your username and password and then single left click ok. Your submitter ID will automatically pop up next to Clinic after you type in your user name.

Rabies MyLIMS Screenshot Tutorial



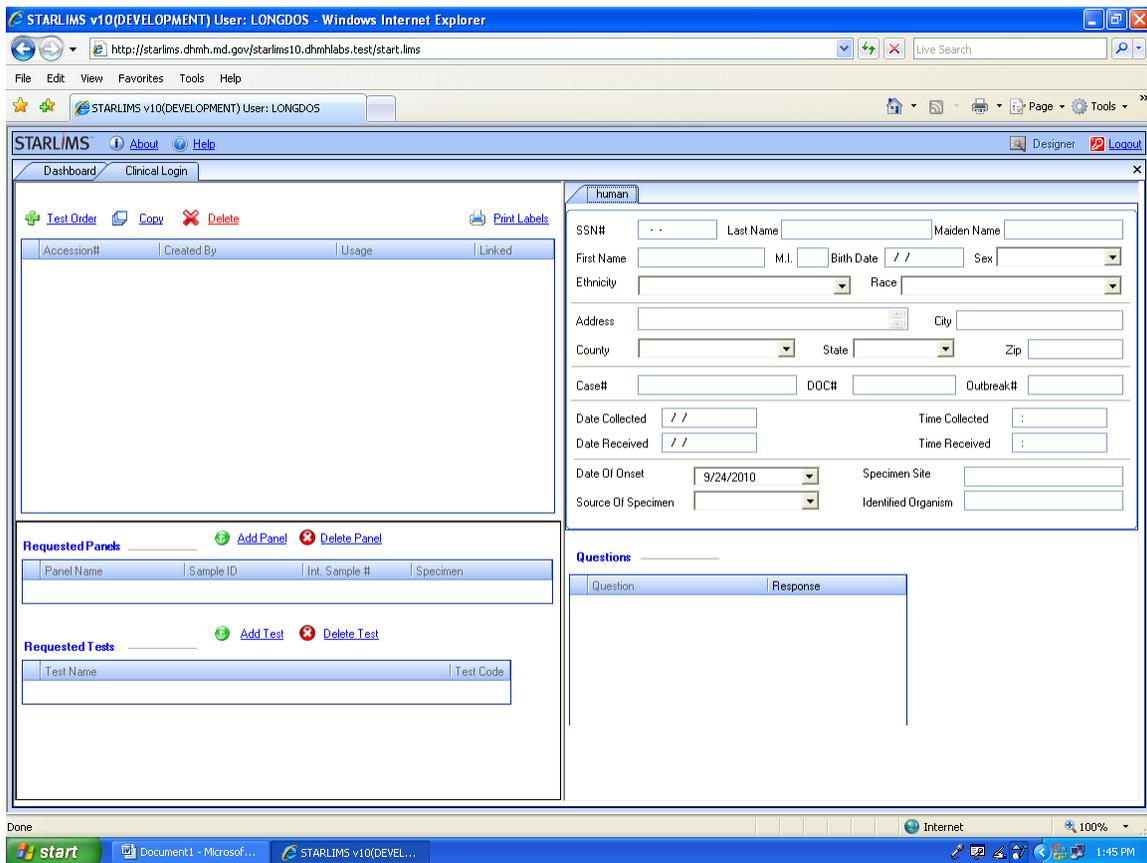
It can take up to a minute to process your login. The main menu will appear with the "Welcome to Starlims screen."

Rabies MyLIMS Screenshot Tutorial



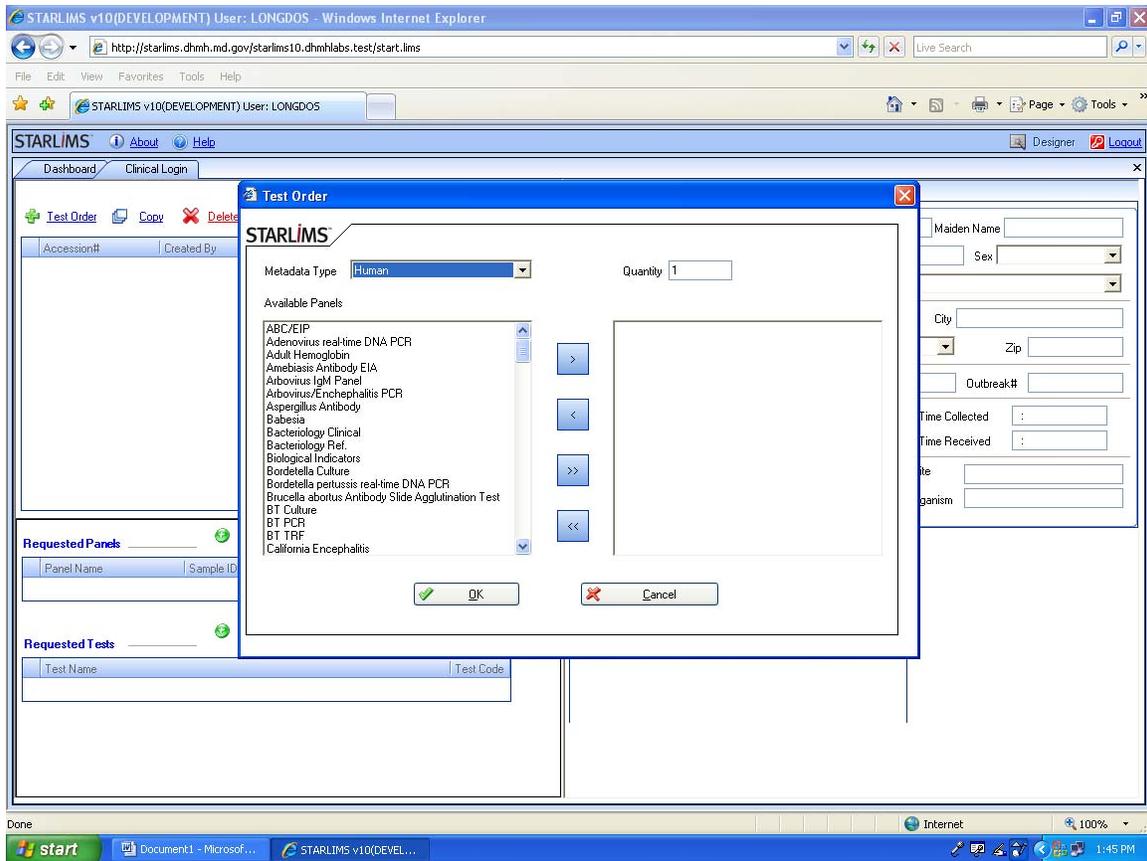
The dashboard tab will appear on the upper left portion of the screen just above the main menu console. Select the test order option and single left click.

Rabies MyLIMS Screenshot Tutorial



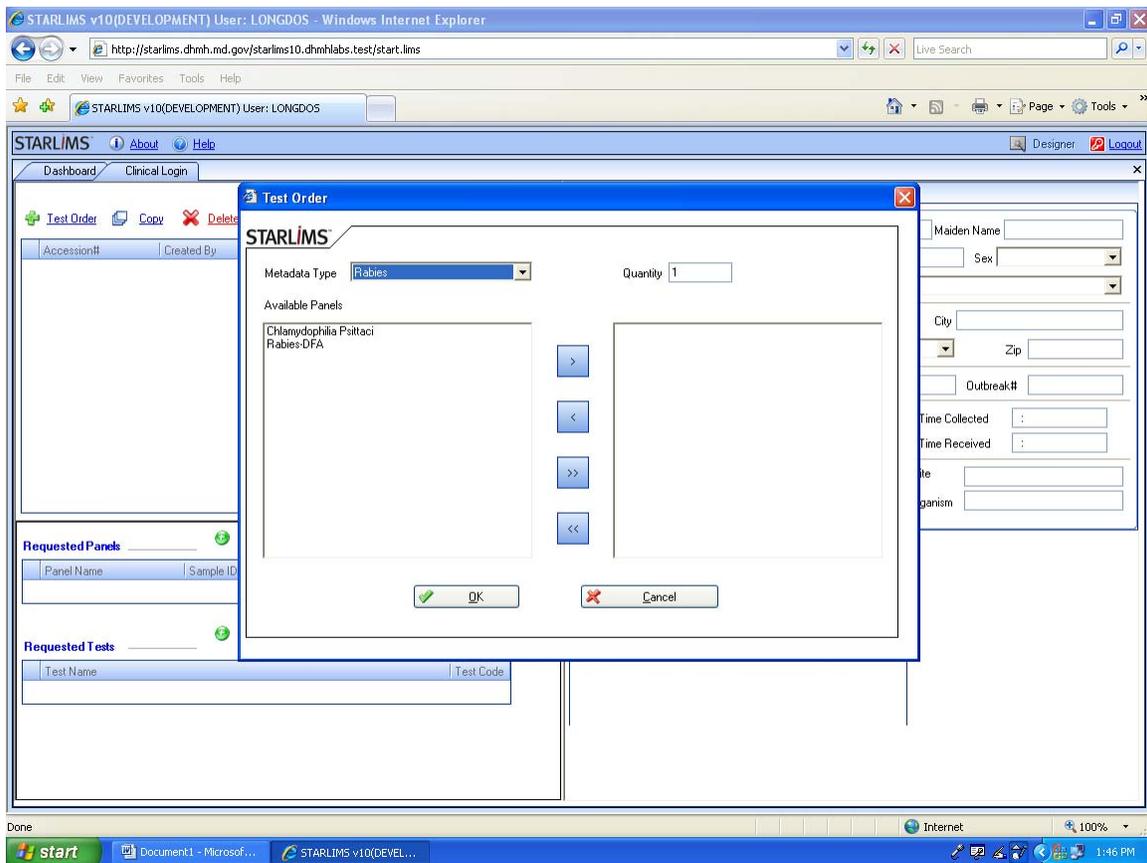
The clinical login tab will appear on the upper left portion of the screen. Single left click test order.

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The test order screen will appear and in the box next to the metadata type single left click the drop box and single left click Rabies. Under available panels double left click Rabies-DFA.

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Move the Rabies-DFA test to the large box on the right side of the screen by double left clicking. Then single left click on the quantity box and enter the number of Rabies test you require. For example if you are submitting 4 animals then you require 4 tests to be ordered. Once the quantity is entered single left click ok button.

Rabies MyLIMS Screenshot Tutorial

STARLIMS v10(DEVELOPMENT) User: LONGDOS - Windows Internet Explorer

http://starlms.dhnh.md.gov/starlms10.dhnhlabs.test/start.lims

STARLIMS v10(DEVELOPMENT) User: LONGDOS

STARLIMS About Help Designer Logout

Dashboard Clinical Login

Test Order Copy Delete Print Labels

Accession#	Created By	Usage	Linked
A10000531	LONGDOS	Rabies	
A10000532	LONGDOS	Rabies	

Requested Panels Add Panel Delete Panel

Panel Name	Sample ID	Int. Sample #	Specimen
Rabies-DFA	A10000531001	RA00754-10	Brain Tissue

Requested Tests Add Test Delete Test

Test Name	Test Code
Rabies-DFA	1980

Exposure/Victim Info

Exposure Information

Exposure: Human Method: Bite

Human Circumstance: Unprovoked attack Animal Circumstance:

Address: 987654 RUDOLF ROAD City: NORTH POLE

County: UNKNOWN State: MD Zip: 00000

Victim Information

Name: JOHN DOE Exposure Date: 09/21/2010 Exposure Site: ARM

Address: 56789 GRINCH WAY City: NORTH POLE

County: UNKNOWN State: MD Zip: 00000

Phone: 012-345-6789

Questions

Question	Response
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Continue filling out the Exposure Information Section and Victim Information Section. If there is a Human victim then type the Human name under Victim Name.

Rabies MyLIMS Screenshot Tutorial

STARLIMS v10(DEVELOPMENT) User: LONGDOS - Windows Internet Explorer

http://starlims.dhnh.md.gov/starlims10.dhnhlabs.test/starlims

STARLIMS v10(DEVELOPMENT) User: LONGDOS

STARLIMS About Help Designer Logout

Dashboard Clinical Login

Test Order Copy Delete Print Labels

Accession#	Created By	Usage	Linked
A10000761	MONTGOMERYS	Rabies	
A10000768	LONGDOS	Rabies	

Requested Panels Add Panel Delete Panel

Panel Name	Sample ID	Int. Sample #	Specimen
Rabies-DFA	A10000761001	RA00921-10	Brain Tissue

Requested Tests Add Test Delete Test

Test Name	Test #
Rabies-DFA	1960

Exposure/Victim Info

Exposure Information

Exposure: Human Method: Bite

Human Circumstance: Handling Animal Circumstance:

Address: 2654 TEST AVE City: TEST

County: Washington State: MD Zip: 00000

Victim Information

Name: JOE SCHMDE Exposure Date: 10/10/2010 Exposure Site: ARM

Address: SAME AS EXPOSURE City:

County: State: MD Zip:

Phone: < Back

Questions

Question	Response
Pre-approved Species	RABBIT
Approved by	KIM MITCHELL
Date approved	2010-10-28
Name of Exposed Animal	

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If you are sending an animal that required prior approval, then you will fill out Questions 1-3. You must type in the pre-approved species to answer question 1, who you received approval from to answer question 2 and the date you acquired approval to answer question 3.

Rabies MyLIMS Screenshot Tutorial

STARLIMS v10(DEVELOPMENT) User: LONGDOS - Windows Internet Explorer

http://starlims.dhnh.md.gov/starlims10.dhnhlabs.test/starlims

STARLIMS v10(DEVELOPMENT) User: LONGDOS

STARLIMS About Help Designer Logout

Dashboard Clinical Login

Test Order Copy Delete Print Labels

Accession#	Created By	Usage	Linked
A10000761	MONTGOMERYS	Rabies	
A10000768	LONGDOS	Rabies	

Requested Panels Add Panel Delete Panel

Panel Name	Sample ID	Int. Sample #	Specimen
Rabies-DFA	A10000761001	RA00921-10	Brain Tissue

Requested Tests Add Test Delete Test

Test Name	Test...
Rabies-DFA	1950

Exposure/Victim Info

Exposure Information

Exposure: Human Method: Bite

Human Circumstance: Handling Animal Circumstance:

Address: 2654 TEST AVE City: TEST

County: Washington State: MD Zip: 00000

Victim Information

Name: JOE SCHMDE Exposure Date: 10/10/2010 Exposure Site: ARM

Address: SAME AS EXPOSURE City:

County: State: MD Zip:

Phone: < Back

Questions

Question	Response
Pre-approved Species	
Approved by	
Date approved	
Name of Exposed Animal	DOG/FLUFFY

If the animal you are submitting was an animal exposure then you will answer question #4 which asks for the species and name(if known) of the owned animal involved in the exposure.

Rabies MyLIMS Screenshot Tutorial

STARLIMS v10(DEVELOPMENT) User: LONGDOS - Windows Internet Explorer

http://starlms.dhnh.md.gov/starlms10.dhnhlabs.test/start.lims

STARLIMS v10(DEVELOPMENT) User: LONGDOS

STARLIMS About Help Designer Logout

Dashboard Clinical Login

Test Order Copy Delete Print Labels

Accession#	Created By	Usage	Linked
A10000529	LONGDOS	Rabies	
A10000530	LONGDOS	Rabies	

Requested Panels Add Panel Delete Panel

Panel Name	Sample ID	Int. Sample #	Specimen
Rabies-DFA	A10000530001	RA00753-10	Brain Tissue

Requested Tests Add Test Delete Test

Test Name	Test Code
Rabies-DFA	1980

Rabies

Animal Type Specimen Type Clinical Signs

Vac. History Vaccination Date // EID

Cause of Death Date of Death // Specimen Brain Tissue

Date Collected // Date Received 09/24/2010 Time Received 12:31

Owner Information 604

First Name Last Name

Address City

County State MD Zip

Phone Fax Next...

Questions

Question	Response
----------	----------

Done

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Once you have completed the data entry for the first specimen, single left click on the second accession number in the clinical login tab. This will highlight the second specimen being sent. Fill out all of the information for the second specimen.

Rabies MyLIMS Screenshot Tutorial

The screenshot displays the STARLIMS v10(DEVELOPMENT) web interface in Internet Explorer. The browser address bar shows the URL: <http://starlms.dhnh.md.gov/starlms10.dhnhlabs.test/start.lims>. The user is identified as 'LONGDOS'. The interface includes a navigation menu with 'Dashboard' and 'Clinical Login' tabs. The main content area is divided into several sections:

- Test Order Table:** A table with columns 'Accession#', 'Created By', 'Usage', and 'Linked'. It contains two rows:

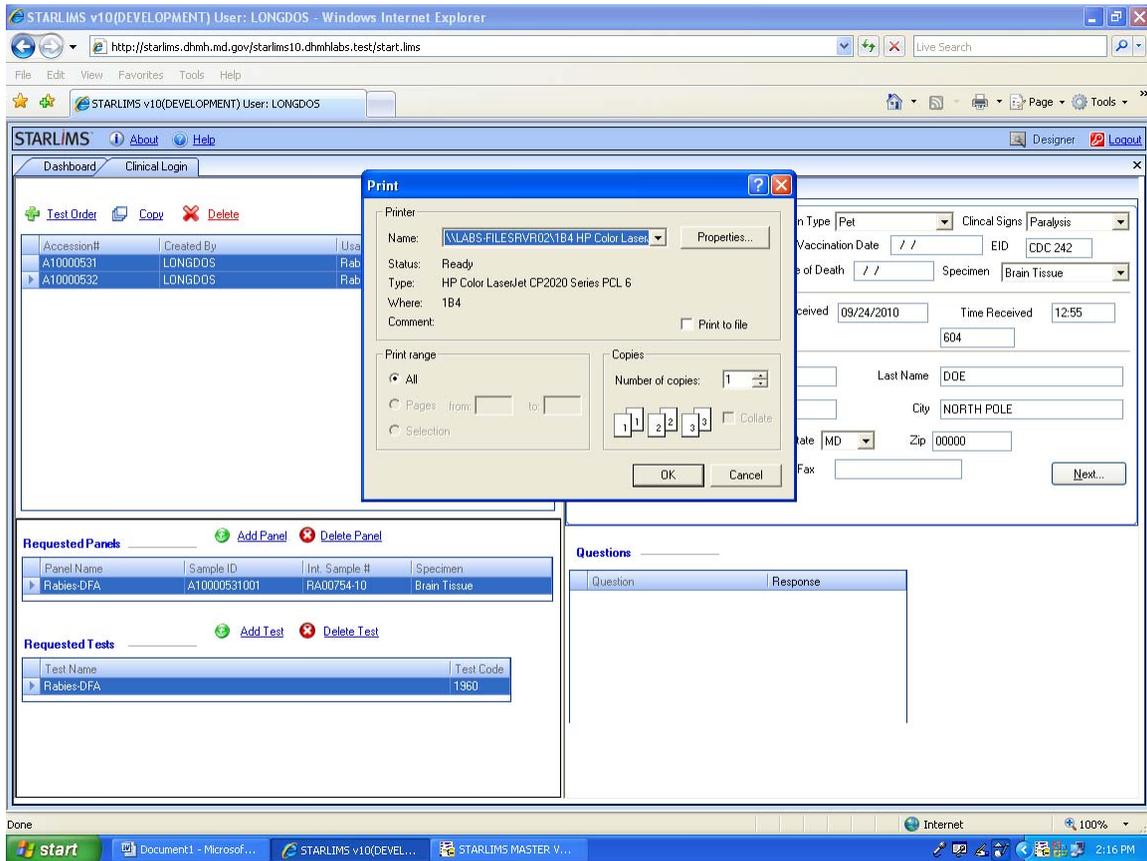
Accession#	Created By	Usage	Linked
A10000531	LONGDOS	Rabies	
A10000532	LONGDOS	Rabies	
- Requested Panels Table:** A table with columns 'Panel Name', 'Sample ID', 'Int. Sample #', and 'Specimen'. It contains one row:

Panel Name	Sample ID	Int. Sample #	Specimen
Rabies-DFA	A10000531001	RA00754-10	Brain Tissue
- Requested Tests Table:** A table with columns 'Test Name' and 'Test Code'. It contains one row:

Test Name	Test Code
Rabies-DFA	1980
- Rabies Form:** A detailed form for a Rabies test. Fields include:
 - Animal Type: Cat
 - Specimen Type: Pet
 - Clinical Signs: Paralysis
 - Vac. History: (empty)
 - Vaccination Date: //
 - EID: CDC 242
 - Cause of Death: Euthanized
 - Date of Death: //
 - Specimen: Brain Tissue
 - Date Collected: //
 - Date Received: 09/24/2010
 - Time Received: 12:55
 - Owner Information: First Name (JOHN), Last Name (DOE), Address (123456 FROSTY LANE), City (NORTH POLE), County (UNKNOWN), State (MD), Zip (00000), Phone (012-345-6789).
- Questions Table:** A table with columns 'Question' and 'Response', currently empty.

Once the data entry is complete for your last specimen, double left click anywhere in the clinical login tab. Wait a minute and then all of your accession numbers will become highlighted. Single left click Print Labels.

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A print screen will appear. Nothing will actually print yet. Single left click OK and continue.

Rabies MyLIMS Screenshot Tutorial

STARLIMS v10(DEVELOPMENT) User: LONGDOS - Windows Internet Explorer
 http://starlims.dhmh.md.gov/starlims10.dhmlabs.test/star.lims

**Maryland Department of Health and Mental Hygiene
 Laboratories Administration**
 201 W. Preston Street, Baltimore, Maryland 21201
 Main Phone No: 410-767-6100 https://www.dhmr.state.md.us/lab
 Division of Virology and Immunology Rabies Laboratory Phone No 410-767-6177 Fax No 410-333-7790

Package ID: [Barcode] Lab ID: A10000761 Submitter ID: 2423015 Printed Date: 11/9/2009-2009

Animal Rabies Examination Submission Form

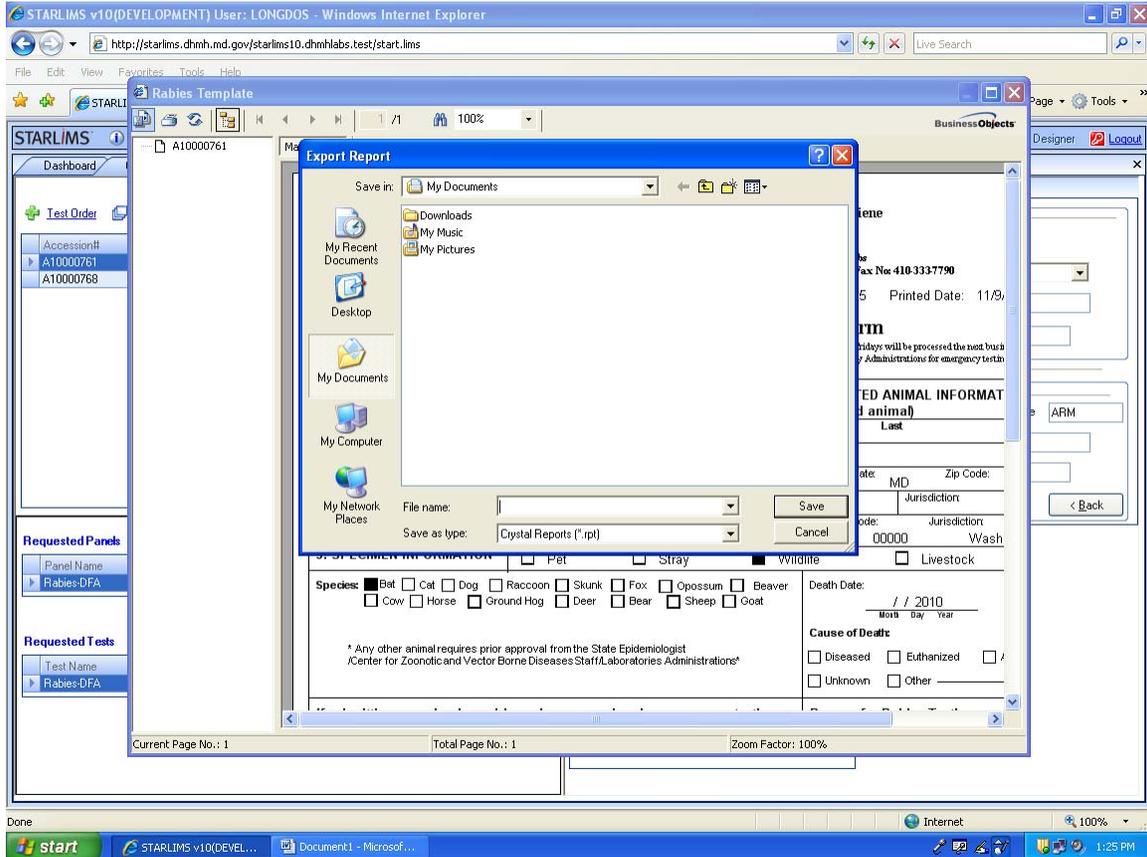
NOTE: Normal business hours are 8:00AM - 4:30PM Monday thru Friday. Specimens received without prior approval after 12:00PM on Fridays will be processed the next business day. Weekends and holidays require prior approval from State Epidemiology Center for Zoonotic and Vector-borne Diseases Staff, Laboratory Administrations for emergency testing.

1. SUBMITTER INFORMATION		2. OWNER OF SUBMITTED ANIMAL INFORMATION (or person who found animal)	
Name: DHMH-LABS ADM-DR DEBOY		Name: First: WILDLIFE Last:	
Address: LOBBY LEVEL, RM L38		Address:	
City: BALTIMORE State: MD Zip Code: 21201		City: State: MD Zip Code:	
Phone Number: (410) 767-6100 Submitter Animal ID No.:		Phone Number: Jurisdiction:	
Address where Exposure Incident Occurred City: State: Zip Code: Jurisdiction:			
2654 TEST AVE TEST MD 00000 Wash			
3. SPECIMEN INFORMATION		<input checked="" type="checkbox"/> Pet <input type="checkbox"/> Stray <input checked="" type="checkbox"/> Wildlife <input type="checkbox"/> Livestock	
Species: <input checked="" type="checkbox"/> Bat <input type="checkbox"/> Cat <input type="checkbox"/> Dog <input type="checkbox"/> Raccoon <input type="checkbox"/> Skunk <input type="checkbox"/> Fox <input type="checkbox"/> Opossum <input type="checkbox"/> Beaver		Death Date: // 2010	
<input type="checkbox"/> Cow <input type="checkbox"/> Horse <input type="checkbox"/> Ground Hog <input type="checkbox"/> Deer <input type="checkbox"/> Bear <input type="checkbox"/> Sheep <input type="checkbox"/> Goat		Cause of Death:	
* Any other animal requires prior approval from the State Epidemiologist /Center for Zoonotic and Vector Borne Diseases Staff, Laboratory Administrations*		<input type="checkbox"/> Diseased <input type="checkbox"/> Euthanized <input type="checkbox"/> Unknown <input type="checkbox"/> Other	

Current Page No.: 1 Total Page No.: 1 Zoom Factor: 100%

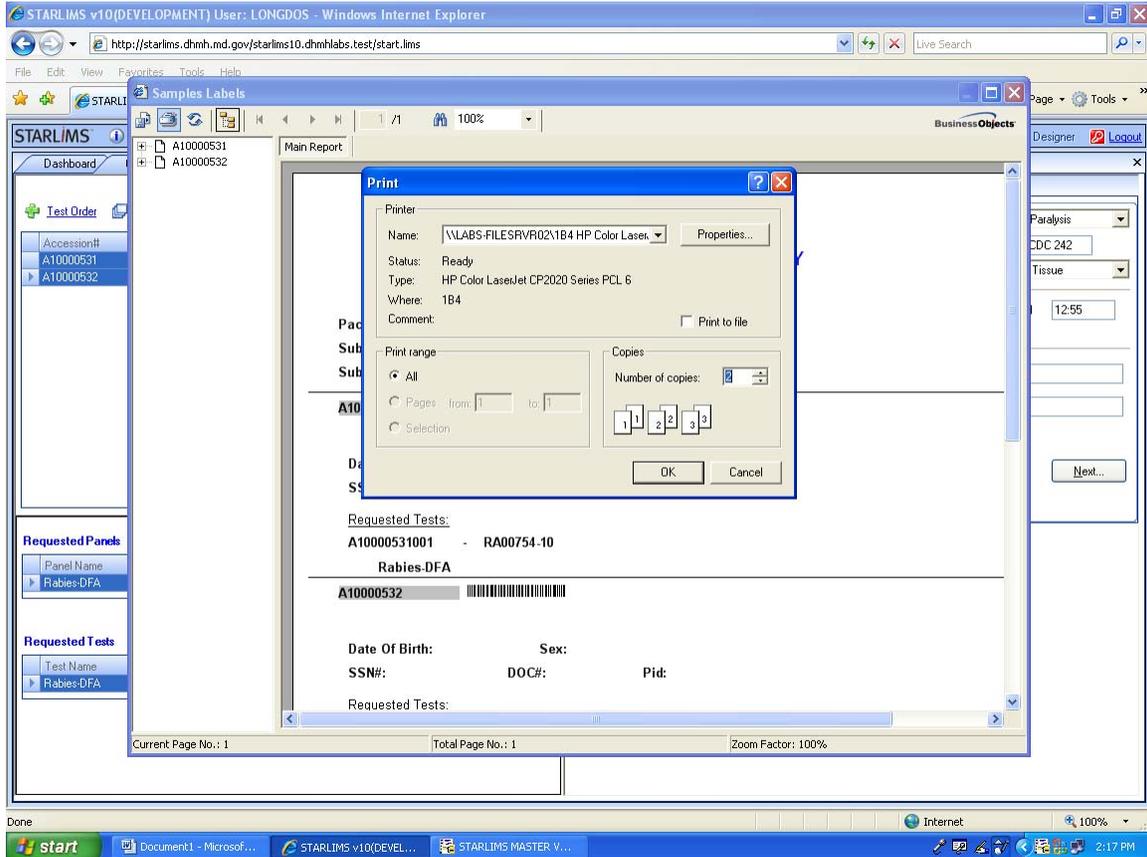
The Rabies Submission Form(s) will now appear. You can save an electronic copy of these forms if you wish by single left clicking the export reports icon in the upper left hand corner of this screen. To print these (required) you will single left click the print icon in the screen.

Rabies MyLIMS Screenshot Tutorial



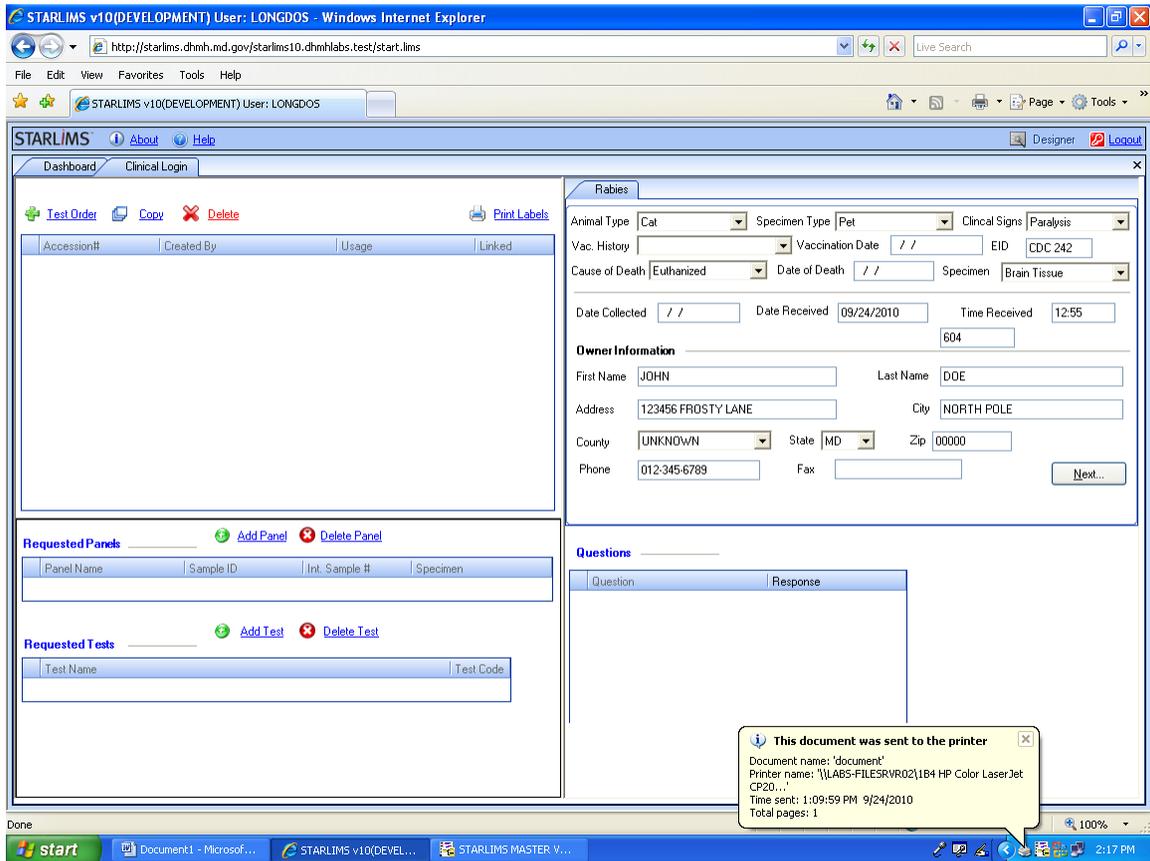
If you want to save an electronic copy of the submission form(s) single left click on Export Report icon, choose a file name and select the file type you want to save as (can select from crystal reports, pdf, word, excel, rich text). Single left click Save when finished.

Rabies MyLIMS Screenshot Tutorial



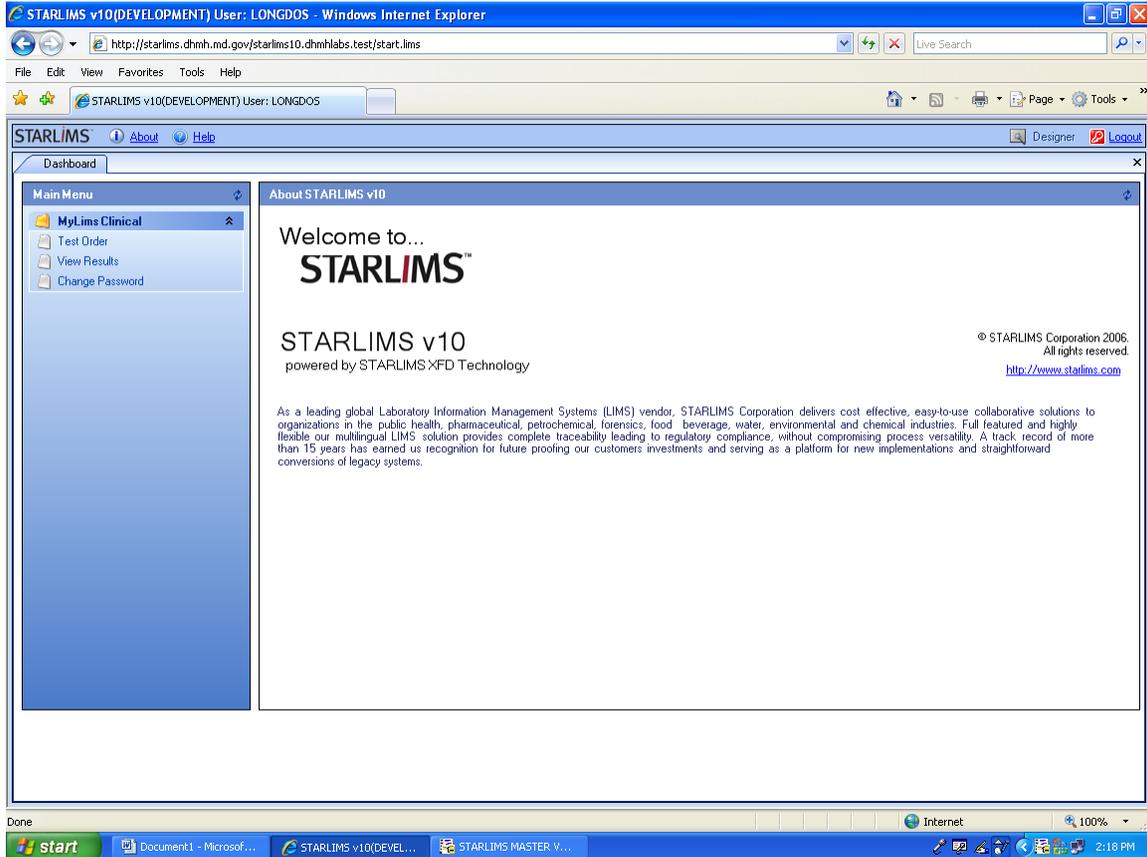
A print window will now appear. Choose the printer you wish to print from and then select the number of copies you wish to print. We recommend printing two copies of each form because one copy will accompany the specimen to the lab and then you would have a copy to keep locally. Single left click OK when ready. Confirm that the Rabies Submission Forms printed out before exiting out of this screen because once you exit out of this screen you can not get back.

Rabies MyLIMS Screenshot Tutorial



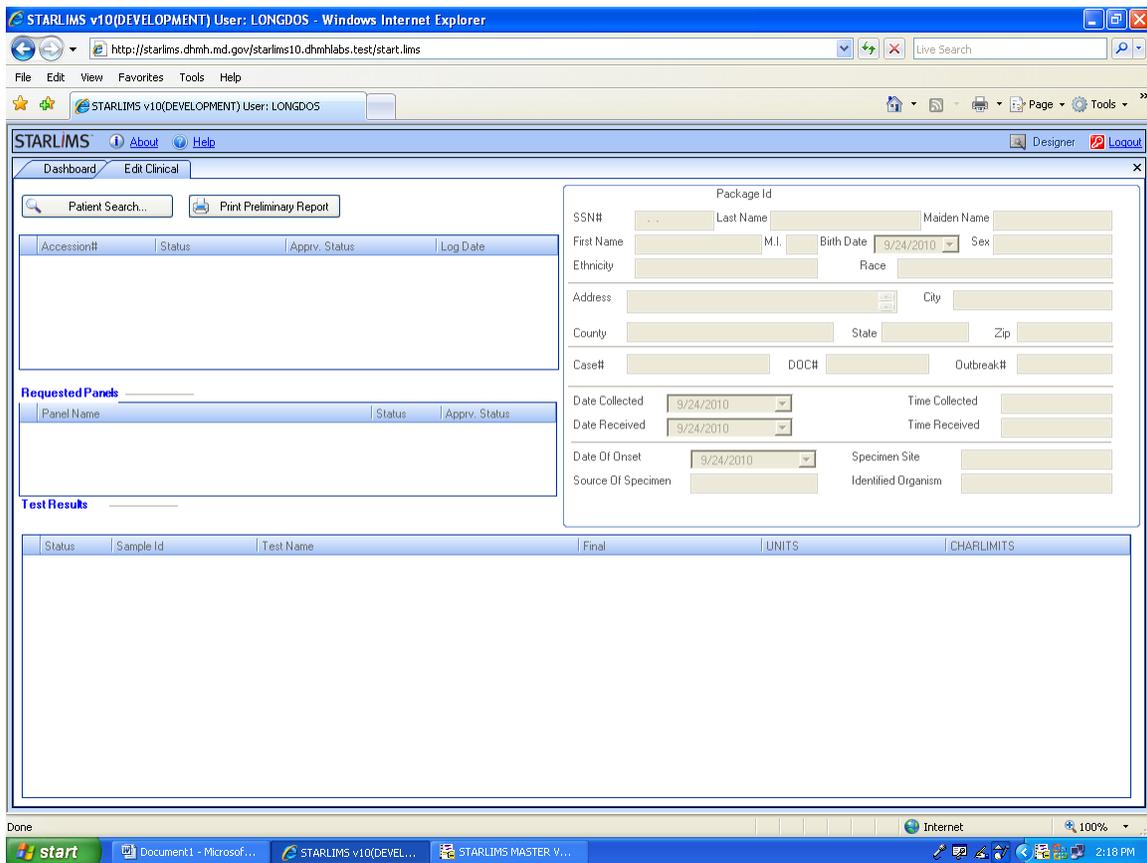
After printing and exiting out of the Rabies Submission Form screen you will notice the Accession numbers will disappear from the clinical login screen. This means that they have successfully been sent electronically to the lab. You are now finished with MyLIMS data entry. Single left click Logout.

Rabies MyLIMS Screenshot Tutorial



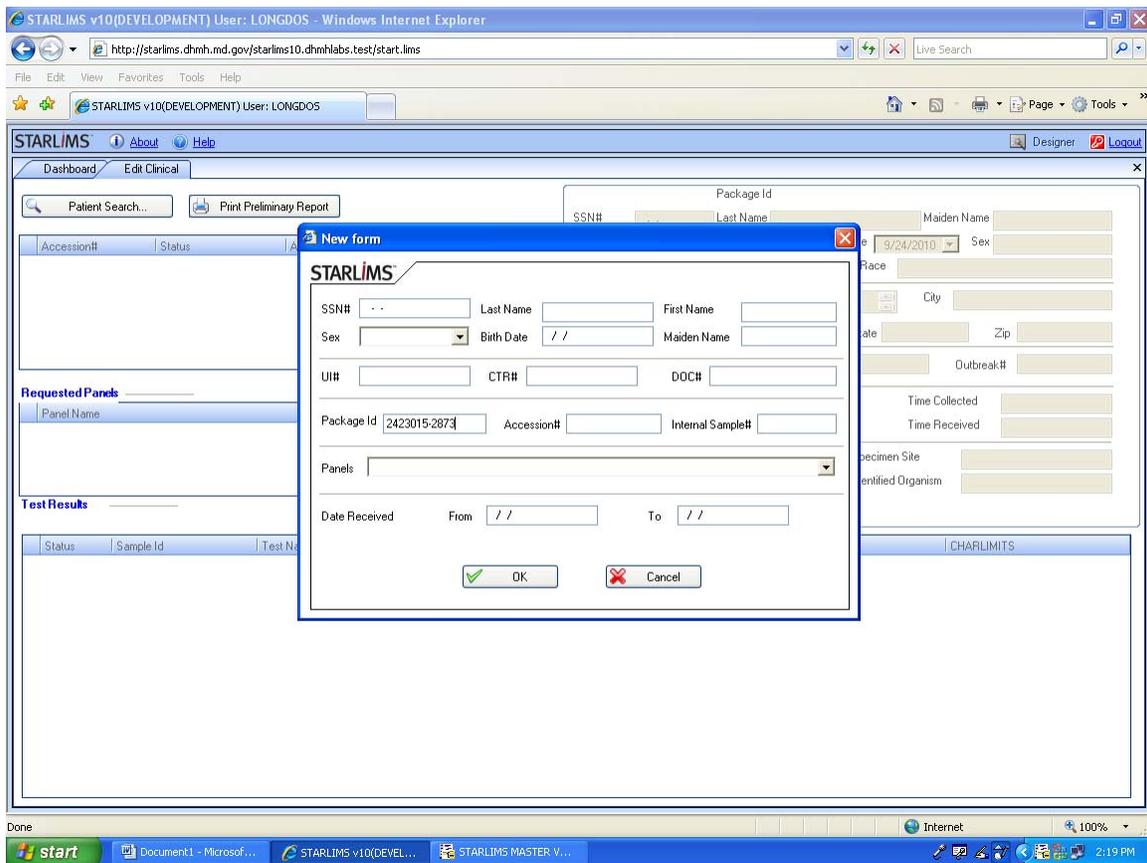
To view your Rabies test results log back into MyLIMS and single left click the View Results button.

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Single left click on Patient Search.

Rabies MyLIMS Screenshot Tutorial



We recommend searching by Package ID, which will contain all the Accession numbers you ordered together at the same time. You may also search individually by Accession number as well. Single left click OK after entering the Package ID or Accession number.

Rabies MyLIMS Screenshot Tutorial

The screenshot displays the STARLIMS v10(DEVELOPMENT) web application interface. The browser window shows the URL <http://starlms.dhnh.md.gov/starlms10.dhnhlabs.test/start.lims>. The application has a navigation bar with "Dashboard" and "Edit Clinical" tabs. The main content area is divided into several sections:

- Patient Search:** Includes a "Print Preliminary Report" button and a table of accessions.
- Accessions Table:**

Accession#	Status	Apprv. Status	Log Date
A10000531	Logged	N/A	9/24/2010
A10000532	Logged	N/A	9/24/2010
- Requested Panels:** A table showing the "Rabies-DFA" panel with a status of "Logged" and an approval status of "Pending".
- Test Results:** A table showing one logged result for "Rabies-DFA".
- Test Results Table:**

S	Sample Id	Test Name	Final
Logged	A10000531001	Rabies-DFA	
- Form Fields:** Includes fields for SSN#, Last Name, Maiden Name, First Name, M.I., Birth Date (9/24/2010), Sex, Ethnicity, Race, Address, City, County, State, Zip, Case#, DDOC#, Outbreak#, Date Collected (9/24/2010), Time Collected, Date Received (9/24/2010), Time Received, Date Of Onset (9/24/2010), Specimen Site, and Identified Organism.

If the lab has received and scanned the Rabies Submission Forms but has not yet finished the test you will see your Accession numbers but there will be no result shown. The status will show as Logged. This screenshot indicates that the specimens have been received and scanned but the results are not ready yet.

Rabies MyLIMS Screenshot Tutorial

STARLIMS v10(DEVELOPMENT) User: LONGDOS - Windows Internet Explorer

http://starlims.dhnh.md.gov/starlims10.dhnhlabs.test/starlims

STARLIMS v10(DEVELOPMENT) User: LONGDOS

STARLIMS About Help Designer Logout

Dashboard Edit Clinical

Patient Search... Print Preliminary Report

Accession#	Status	Apprv. Status	Log Date
A10000531	Done	N/A	9/24/2010
A10000532	QOS	N/A	9/24/2010

Requested Panels

Panel Name	Status	Apprv. Status
Rabies-DFA	Logged	Pending

Test Results

S	Sample Id	Test Name	Final
Done	A10000531001	Rabies-DFA	NEGATIVE

Package Id

SSN# Last Name Maiden Name

First Name M.I. Birth Date 9/24/2010 Sex

Ethnicity Race

Address City

County State Zip

Case# DOCH# Outbreak#

Date Collected 9/24/2010 Time Collected

Date Received 9/24/2010 Time Received

Date Of Onset 9/24/2010 Specimen Site

Source Of Specimen Identified Organism

Done

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If the lab has finished the results then after you search you will see a result listed for each Accession number.

Rabies MyLIMS Screenshot Tutorial

The screenshot displays the STARLIMS v10(DEVELOPMENT) web interface. The browser title is "STARLIMS v10(DEVELOPMENT) User: LONGDOS - Windows Internet Explorer". The address bar shows the URL "http://starlms.dhnh.md.gov/starlms10.dhnhlabs.test/start.lms". The interface includes a navigation menu with "Dashboard" and "Edit Clinical" options. The main content area is divided into several sections:

- Patient Search...** and **Print Preliminary Report** buttons.
- Accession Table:**

Accession#	Status	Apprv. Status	Log Date
A10000531	Done	N/A	9/24/2010
A10000532	DDS	N/A	9/24/2010
- Requested Panels Table:**

Panel Name	Status	Apprv. Status
Rabies-DFA	Logged	Pending
- Test Results Table:**

S	Sample Id	Test Name	Final
DDS-A	A10000532001	Rabies-DFA	POSITIVE
- Form Fields:** Includes fields for SSN#, Last Name, Maiden Name, First Name, M.I., Birth Date (9/24/2010), Sex, Ethnicity, Race, Address, City, County, State, Zip, Case#, DOCH#, Outbreak#, Date Collected (9/24/2010), Time Collected, Date Received (9/24/2010), Time Received, Date Of Onset (9/24/2010), Specimen Site, and Identified Organism.

You will need to click on each individual Accession number to see each result.

Rabies MyLIMS Screenshot Tutorial

STARLIMS v10(DEVELOPMENT) User: LONGDOS - Windows Internet Explorer

http://starlims.dhnh.md.gov/starlims10.dhnhlabs.test/star.lims

STARLIMS v10(DEVELOPMENT) User: LONGDOS

STARLIMS About Help Designer Logout

Dashboard Edit Clinical

Patient Search... Print Preliminary Report

Accession#	Status	Apprv. Status	Log Date
A10000531	Done	N/A	9/24/2010
A10000532	OOS	N/A	9/24/2010

Requested Panels

Panel Name	Status	Apprv. Status
Rabies-DFA	Logged	Pending

Test Results

S	Sample Id	Test Name	Final
Done	A10000531001	Rabies-DFA	NEGATIVE

Sample is pending results entry

OK

Done

start Document1 - Microsof... STARLIMS v10(DEVEL... STARLIMS MASTER V...

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You may single left click on Print Preliminary Report to see and print the final Starlims report. If after clicking that button you see “Sample is pending results entry”, that means the lab has finished the test but not yet released the result. Usually within an hour of results entry the sample gets released by the lab.

Rabies MyLIMS Screenshot Tutorial

The screenshot displays the STARLIMS v10(DEVELOPMENT) web interface. The browser window shows the URL <http://starlms.dhnh.md.gov/starlms10.dhnhlabs.test/start.lims>. The interface includes a navigation menu with 'Dashboard' and 'Edit Clinical' options. A 'Patient Search' field and a 'Print Preliminary Report' button are visible. The main content area is divided into three sections: 'Accession#', 'Requested Panels', and 'Test Results'. The 'Accession#' table shows two entries, both with 'Released' status. The 'Requested Panels' table shows one entry, 'Rabies-DFA', with 'Done' status. The 'Test Results' table shows one entry, 'Done', with a 'Final' result of 'NEGATIVE'. A detailed form on the right side of the page contains fields for patient information (SSN#, Last Name, Maiden Name, First Name, M.I., Birth Date, Sex, Ethnicity, Race), address (Address, City, County, State, Zip), and test details (Case#, DDC#, Outbreak#, Date Collected, Time Collected, Date Received, Time Received, Date Of Onset, Specimen Site, Source Of Specimen, Identified Organism).

Accession#	Status	Apprv. Status	Log Date
A10000531	Done	Released	9/24/2010
A10000532	ODS	Released	9/24/2010

Panel Name	Status	Apprv. Status
Rabies-DFA	Done	Released

S	Sample Id	Test Name	Final
Done	A10000531001	Rabies-DFA	NEGATIVE

If the sample has been released, it will say Released under Apprv. Status.

Rabies MyLIMS Screenshot Tutorial

The screenshot displays the STARLIMS v10(Development) web interface in Internet Explorer. The main content area shows a Rabies-DFS report for a patient named John Doe. The report is structured as follows:

**State of Maryland
Department of Health and Mental Hygiene
LABORATORIES ADMINISTRATION**
201 W. Preston Street
Baltimore, MD 21201
John M. DeBoy, Dr. P.H. Director
www.dhmh.state.md.us/labs

DHMH-LABS ADM-DR DEBOY
Dr. DeBoy
LOBBY LEVEL, RM L38
BALTIMORE, MD 21201

Specimen Information:

Specimen Number:	A10000531001	RA00754-10	External ID:	CDC 242
Specimen Source:	Brain Tissue		Owner Name:	JOHN DOE
Animal Type:	Cat		Owner Address:	123456 FROSTY LANE
Date/Time Received:	09/24/2010	14:20:02	Jurisdiction:	NORTH POLE MD 00000
Date Reported:	09/24/2010		Jurisdiction:	UNKNOWN
			Phone/Fax:	012-345-6789 /

Victims:

Name:	JOHN DOE
Address:	56789 GRINCH WAY
Phone:	012-345-6789
Date of Bite:	09/21/2010
Bite/Wound Location:	ARM

Test Results:

Test Name	Results
Rabies-DFS	NEGATIVE

The interface also shows a sidebar with navigation options like 'Patient', 'Requested Panel', and 'Test Results'. A right-hand panel contains a form for patient information, including fields for Maiden Name, Sex, City, Zip, and Outbreak #.

This is a copy of the Final Starlims Report. You may save a copy or print a copy by clicking on their respective icons.