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PURPOSE

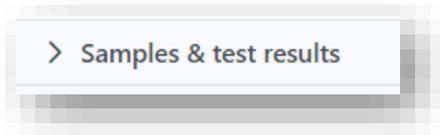
This document describes the process of adding, verifying and authorising results in OrganMatch. System users can import scientific test data from third-party systems to create and maintain person records and to link sample and test results for the person records. For further information on importing results refer to [Import Management- Laboratory Portal, OM-073](#). Users may also manually add test results.

The Transplantation Portal (previously known as the Clinical Portal) is accessed by transplant clinicians and nurses to view results and information of their patients and donors. The Transplantation Portal users have access to records linked to their hospital. The test results that are verified or authorised in the person record can be viewed in the Transplantation Portal.

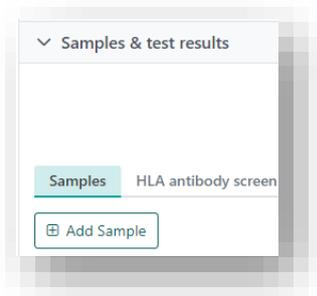
1. HLA TYPING RESULTS

1.1 MANUALLY ADD HLA TYPING RESULT

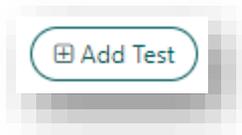
1. On the person's profile in OM, select the **Samples & test results** tab.



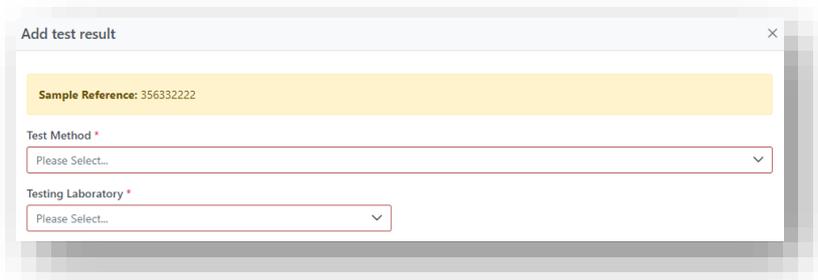
2. Click the **Samples** tab.



3. Click **Add Test** on the required sample. See appendix 1 for sample type with HLA typing test method available in the dropdown.



4. Select **Test Method** and **Testing Laboratory** from the dropdown.

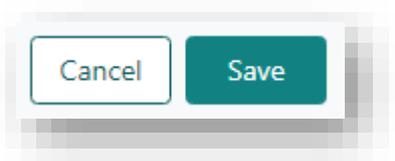


Note: Test date defaults to today's date.

5. Add the HLA typing result for each loci in **Raw Results- Molecular**. The format for 1 field typing must be * and antigen family e.g. *02. Two field results must have a colon to separate 1st and 2nd field e.g. *02:01 and homozygous results must have *- for Allele 2.

Locus	Allele 1	Allele 2
A	<input type="text"/>	<input type="text"/>
B	<input type="text"/>	<input type="text"/>
C	<input type="text"/>	<input type="text"/>
DRB1	<input type="text"/>	<input type="text"/>
DQB1	<input type="text"/>	<input type="text"/>
DQA1	<input type="text"/>	<input type="text"/>
DPB1	<input type="text"/>	<input type="text"/>
DPA1	<input type="text"/>	<input type="text"/>
DRB3	<input type="text"/>	<input type="text"/>
DRB4	<input type="text"/>	<input type="text"/>
DRB5	<input type="text"/>	<input type="text"/>

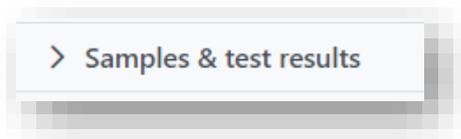
6. Click **Save**.



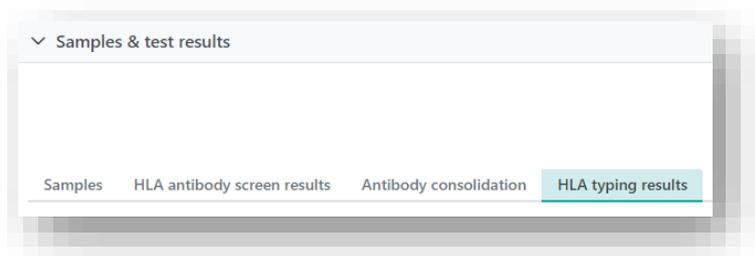
7. The notification ***New HLA Typing test result added, please review and verify*** is generated in the Laboratory Portal.

1.2 VERIFY HLA TYPING RESULT

1. On the person's profile in OM, select the **Samples & test results** tab.



2. Click the **HLA typing results** tab.



3. Click on the result and click **Verify**.

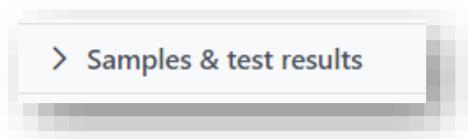


4. The ***New HLA Typing added, please review and verify*** notification will automatically be archived.

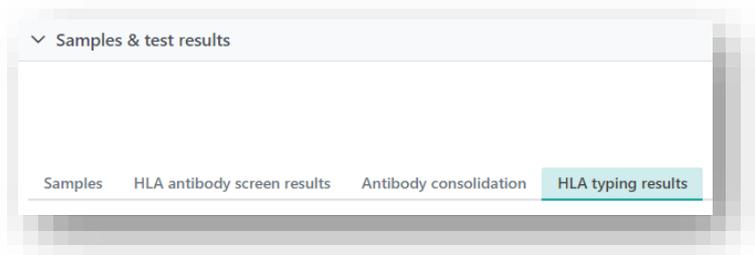
1.3 EDITING CLEAN RESULTS

If the molecular typing results are imported in the format of more than 2 fields, they may need to be edited prior to authorising. A clean result does not display in the **HLA typing results** tab. A user must click on the result to view the clean result.

1. On the person's profile in OM, select the **Samples & test results** tab.



2. Click the **HLA typing results** tab.



- Click on the test result to view the details.

Test result

[Reject imported result](#) [Pin](#)

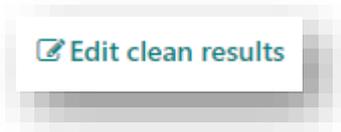
▼ Sample & Test Result Details

Sample Reference	N-23-6808-C	Sample Date	08/04/2023
Test Method	SSO	Testing Laboratory	NSWTT
Test Date	13/04/2023		

Raw Results - Molecular ⓘ [Edit clean results](#)

Allele 1	Allele 2	Allele 1	Allele 2
*24:02	*25:01	*24:02	*25:01

- In the **Test result** box, click **Edit clean results**.



- Enter the updated test results.

Update test result

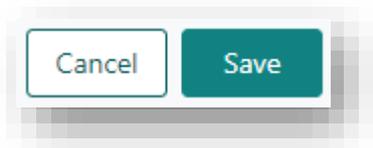
▼ Sample & Test Result Details

Sample Reference	N-22-903731-B	Sample Date	06/07/2022
Test Method	NGS	Testing Laboratory	NSWTT
Test Date	19/07/2022		

Raw Results - Molecular ⓘ [Clean Results - Molecular ⓘ](#)

Allele 1	Allele 2	Allele 1	Allele 2
*24:02...	*25:01...	<input type="text" value="*24:02"/>	<input type="text" value="*25:01"/>

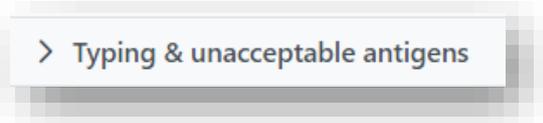
- Click **Save**.



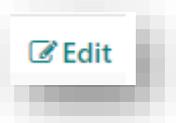
1.4 AUTHORISE HLA TYPING PROFILE

- All tests for a HLA typing ever performed are included in the list, including duplicate tests.
- Test results cannot be edited if they are included in the HLA Typing Profile. Untick the test result from the HLA Typing Profile then proceed to make changes to the test result as necessary.
- Invalid HLA test results (with one blank value in any of the alleles) cannot be selected for authorisation, except for DRB3, DRB4 and DRB5.
- The HLA Typing Profile can be edited multiple times before it is authorised for matching.
- If the HLA Typing Profile is edited after it has been authorised, the **Authorised** status will no longer display, however the previous authorised typing will still be displayed in the match profile.

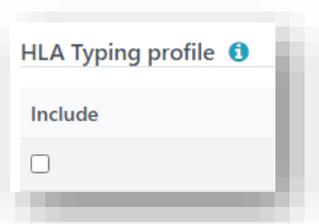
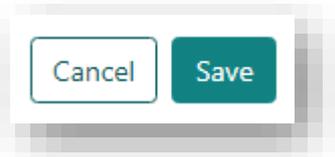
1. On the person's profile in OM, select the **Typing & unacceptable antigens** tab.

A screenshot of a user interface showing a tab labeled '> Typing & unacceptable antigens' with a right-pointing chevron icon.

2. In **HLA Typing profile**, click **Edit**.

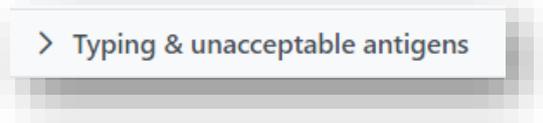
A screenshot of a button labeled 'Edit' with a pencil icon to its left.

3. Select the required results for authorising via the **Include** column and click **Save**.

A screenshot of a dialog box titled 'HLA Typing profile' with an information icon. It contains an 'Include' section with an unchecked checkbox.A screenshot of two buttons: 'Cancel' and 'Save'. The 'Save' button is highlighted in a teal color.

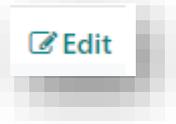
4. The notification **Authorise HLA Typing** is generated in the Laboratory Portal.

5. A second user can authorise the HLA typing by opening the **Typing & unacceptable antigens** tab in the persons profile.



> Typing & unacceptable antigens

6. In **HLA Typing profile**, click **Edit**.



Edit

7. Review results and click **Authorise**.



Authorise

8. Click **Yes**.

Confirmation



You are authorising this HLA Typing Profile to be used in the Match Profile. Would you like to continue?

No

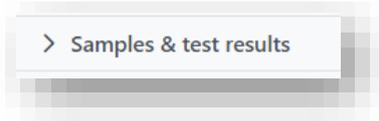
Yes

9. The **Authorise HLA Typing** notification is automatically archived.

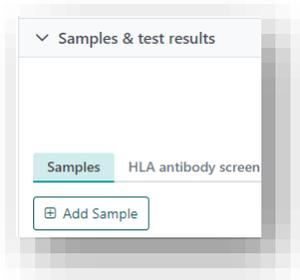
2. HLA ANTIBODY RESULTS

2.1 MANUALLY ADD HLA CDC ANTIBODY RESULT

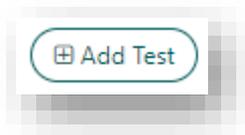
1. On the person's profile in OM, select the **Samples & test results** tab.



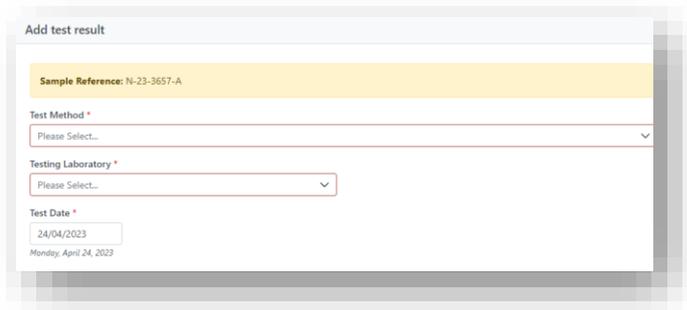
2. Click the **Samples** tab.



3. Click **Add Test** on the required sample. See appendix 1 for sample type with HLA antibody test method available in the dropdown.



4. Select **Test Method Cytotoxicity Assay (CDC)** and **Testing Laboratory** from the dropdown.



Note: Test date defaults to today's date.

- Select the **Result** from the dropdown.

The screenshot shows a form field labeled "Result *". The dropdown menu is open, displaying the following options: "No Result", "Negative", "Positive", and "No Result". The "No Result" option at the bottom is highlighted with a teal background.

- Select the **Sera Treatment**, **Class** and **Ig Isotype** as required.

The screenshot shows three form fields: "Sera Treatment" (a dropdown menu with "Please Select..." selected), "Class" (two buttons labeled "Class I" and "Class II"), and "Ig Isotype" (a dropdown menu with "Please Select..." selected).

- Add the tray ID to **Test Reference** field.

The screenshot shows a text input field labeled "Test Reference". The field is currently empty.

- Populate the **PRA** box with the CDC PRA.

The screenshot shows a text input field labeled "PRA". The field contains two hash symbols ("##").

9. Add any **Internal Comment** or **Reportable Note** as required.

The screenshot shows a form with two side-by-side text input fields. The left field is labeled 'Internal Comment' and the right field is labeled 'Reportable Note'. Both fields are empty and have a small cursor icon at the bottom right corner.

Note: Any comments added to the Reportable Notes field will be viewable in the Transplantation Portal once the result is verified.

10. Click **Save**.

The screenshot shows two buttons side-by-side. The 'Cancel' button is white with a grey border, and the 'Save' button is teal with white text.

11. The notifications ***New HLA Antibody result added*** and ***New HLA Antibody added, please review and verify*** are generated in the Laboratory Portal.

2.2 MANUALLY ADD LSM RESULT

1. On the person's profile in OM, select the **Samples & test results** tab.

The screenshot shows a tab labeled 'Samples & test results' with a right-pointing chevron icon to its left.

2. Click the **Samples** tab.

The screenshot shows a dropdown menu titled 'Samples & test results' with a downward arrow. Below the title, there are two tabs: 'Samples' (which is active and highlighted in teal) and 'HLA antibody screen'. Below the tabs, there is a button labeled 'Add Sample' with a plus icon.

- Click **Add Test** on the required sample. See appendix 1 for sample type with HLA antibody test method available in the dropdown.



- Select **Test Method Luminex Mixed Screen (LSM)** and **Testing Laboratory** from the dropdown.

 A screenshot of a web form titled "Add test result". At the top, there is a yellow highlighted box containing the text "Sample Reference: N-22-906814-A". Below this, there are three dropdown menus: "Test Method *" with "Luminex Mixed Screen (LSM)" selected, "Testing Laboratory *" with "Please Select..." selected, and "Test Date *" with "17/05/2023" selected. Below the date field, the text "Wednesday, May 17, 2023" is displayed.

Note: Test date defaults to today's date.

- Select the **Result** from the dropdown.

 A screenshot of a dropdown menu for the "Result" field. The menu is open, showing a search bar at the top with a magnifying glass icon. Below the search bar, three options are listed: "Negative", "Positive", and "No Result". The "No Result" option is highlighted with a teal background.

- Select the **Sera Treatment**, **Class** and **Ig Isotype (IgG)** as required.

The screenshot shows three input fields: a dropdown menu for 'Sera Treatment' with 'Please Select...' and a downward arrow; two radio buttons for 'Class' labeled 'Class I' and 'Class II'; and another dropdown menu for 'Ig Isotype' with 'Please Select...' and a downward arrow.

Note: The LSM result has two rows, one for Class I and one for Class II. These steps need to be repeated to add the second row.

- Add the test ID to **Test Reference** field.

The screenshot shows a single text input field labeled 'Test Reference' with a placeholder box below it.

- Add any **Internal Comment** or **Reportable Note** as required.

The screenshot shows two side-by-side text input fields. The left one is labeled 'Internal Comment' and the right one is labeled 'Reportable Note'. Both have placeholder boxes below them.

Note: Any comments added to the **Reportable Note** field will be viewable in the Transplantation Portal once the result is verified.

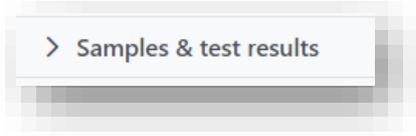
- Click **Save**.

The screenshot shows two buttons: a white 'Cancel' button and a teal 'Save' button.

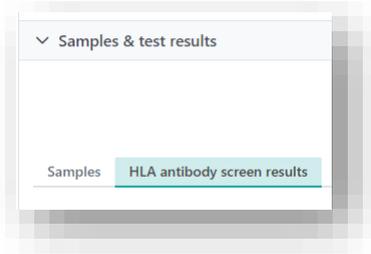
- The notifications ***New HLA Antibody result added*** and ***New HLA Antibody added, please review and verify*** are generated in the Laboratory Portal.

2.3 VERIFY HLA ANTIBODY RESULT

1. On the person's profile in OM, select the **Samples & test results** tab.



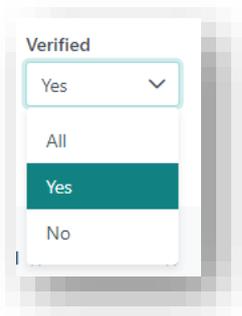
2. Click the **HLA antibody screen results** tab.



3. From the **Test Method** dropdown, select **Cytotoxicity Assay (CDC)** or **Luminex Mixed Screen (LSM)**.



4. From the **Verified** dropdown, select **No**.



- Click on the result and click **Verify**.

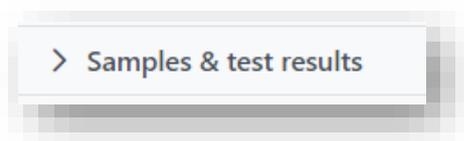


- The ***New HLA antibody added, please review and verify*** notification is automatically archived.

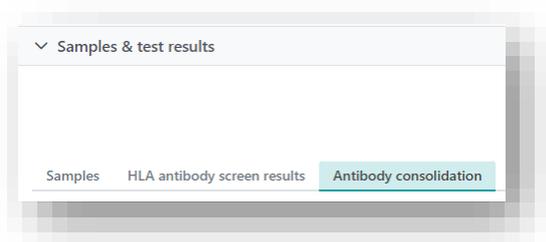
2.4 CREATE ANTIBODY CONSOLIDATION

- A consolidation cannot be created if there are no antibody tests marked to be included in the consolidation. The **Add Antibody consolidation** button will be disabled if no antibody tests have been marked.
- Test results need to be verified before they can form part of an antibody consolidation.
- An antibody test result cannot be selected for DSA and consolidation if the Testing Laboratory on that test result is NOT associated with an OM lab.
- CDC, LSM test results and Single Antigen results that are negative cannot be ticked for consolidation.
- An antibody consolidation cannot be deleted if it is included in an Unacceptable Antigens list.

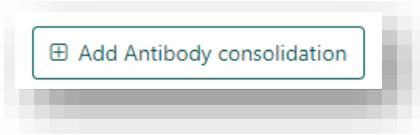
- On the person's profile in OM, select the **Samples & test results** tab.



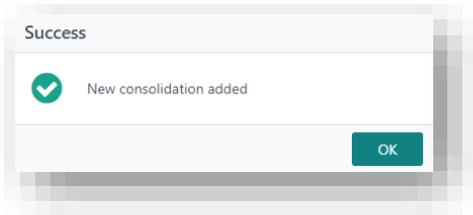
- Click the **Antibody consolidation** tab.



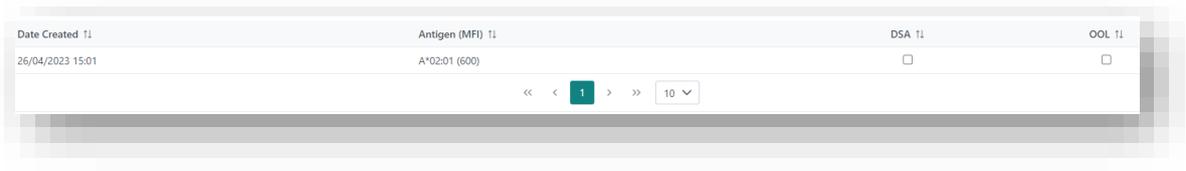
3. Click **Add Antibody consolidation**.



4. Click **OK**.

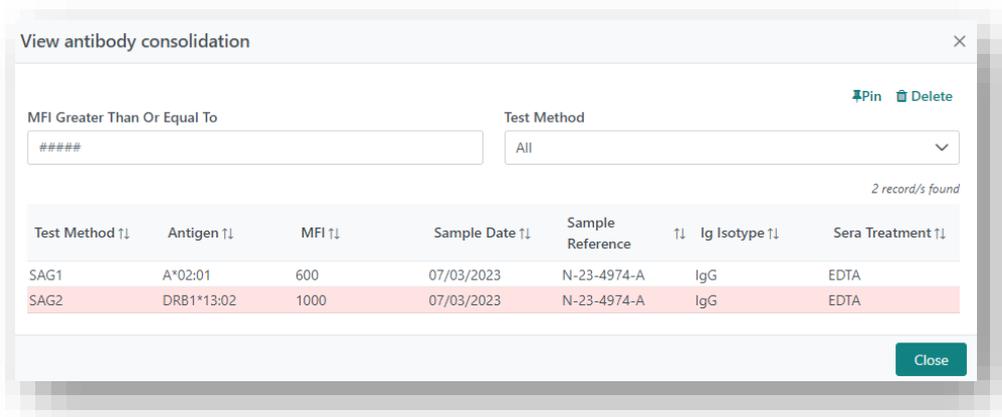


5. Click **DSA** to include the antibody consolidation for DSA assessment and click **OOL** for the antibody consolidation to appear on the Organ Offer List (OOL).

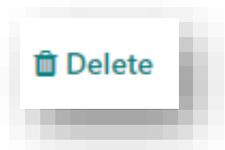


Note: If DSA is selected on an antibody consolidation, that consolidation cannot be deleted.

6. Click the **Consolidation** to view the details. In the **View antibody consolidation** box you can filter on **MFI** or **Test Method**. Self-antigen is highlighted if present in the consolidation.



- Click **Delete** in the **View antibody consolidation** box to delete the consolidation.



The **Unacceptable and Acceptable Antigen** lists are created from consolidations of test results.

For further information on authorising Unacceptable and Acceptable Antigens refer to [Patient Antibody Assessment, OM-008](#).

3. PINNING RESULTS

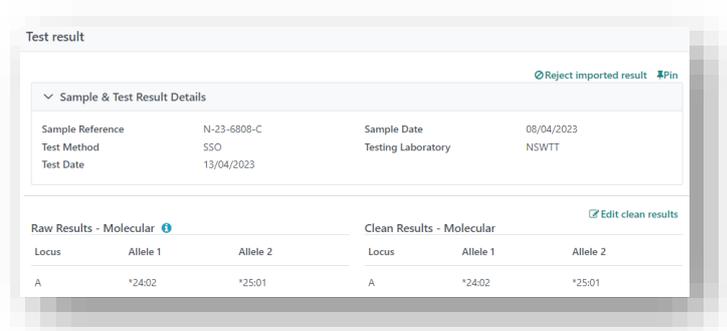
Test results and antibody consolidations can be pinned so they can be viewed side-by-side.

Test results can be pinned from the following tabs in the **Samples & test results** section:

- Samples
- HLA antibody screen results
- HLA typing results.

Consolidations can be pinned from the **Antibody consolidation** tab in the **Samples & test results** section.

- Click on a test result to view the details.



- Click **Pin**.

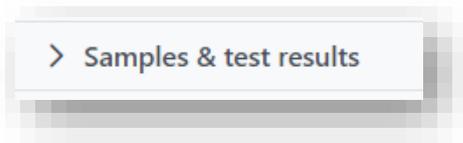


4. CROSSMATCH RESULTS

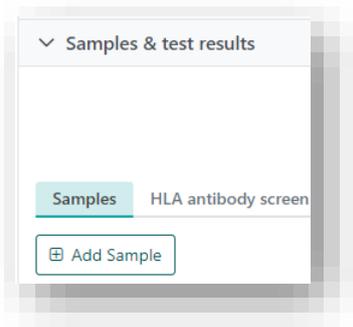
Crossmatch results are added via the **Add Test** button in the **Samples** tab. Crossmatch results for deceased donors can be added via the **XM results** tab on the **Transplant waiting list matching** screen. For further information refer to *OM-063 Deceased Donor Matching- Laboratory Portal*.

4.1 ADD CROSSMATCH RESULT

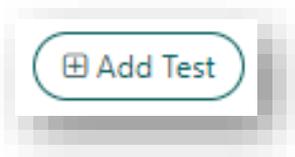
1. On the person's profile in OM, select the **Samples & test results** tab.



2. Click the **Samples** tab.



3. Click **Add Test** on the required sample.



4. Select **Crossmatch** from the **Test Method** dropdown and select the **Testing Laboratory**.

The screenshot shows a form titled "Add test result". At the top, there is a yellow highlighted box containing the text "Sample Reference: N-23-7639-A". Below this, there are three main input fields:

- Test Method ***: A dropdown menu with "Crossmatch (XM)" selected.
- Testing Laboratory ***: A dropdown menu with "Please Select..." selected.
- Test Date ***: A date input field showing "01/05/2023" with the text "Monday, May 1, 2023" below it.

Note: Test date defaults to today's date.

5. Serum or cell details are prepopulated based on the sample selection.

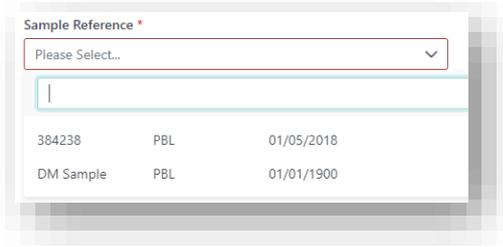
The screenshot shows a form with two columns: "Serum Details" and "Cell Details".

- Serum Details:**
 - Serum Name: [Redacted]
 - Date of Birth: 29/10/1992
 - Laboratory Reference: P0004899 KR
 - Sample Reference: N-23-7639-A
 - Sample Type: Serum
 - Sample Date: 18/04/2023
 - Peak: No
 - Internal Comment: [Empty text area]
- Cell Details:**
 - Cell Name: [Empty text field]
 - Date of Birth: [Empty text field]
 - Laboratory Reference: [Empty text field]
 - Sample Reference: [Empty text field]
 - Sample Type: [Empty text field]
 - Sample Date: [Empty text field]
 - Reportable Note: [Empty text area]

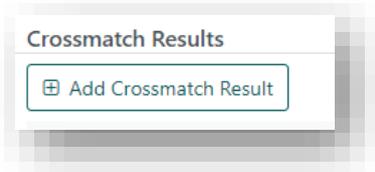
6. Search for the person in the **Cell Name** or **Serum Name** search box and select the person from the dropdown.

The screenshot shows the "Cell Details" section of the form. The "Cell Name" field contains the text "OwdZ". Below the field, a dropdown menu is open, displaying a search result: "OwdZ inWq 01/01/1938 09075 KR 0000675".

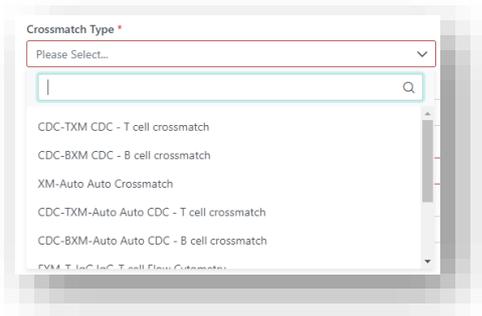
- In the **Sample Reference** dropdown, select the cell or serum sample used for the crossmatched person.



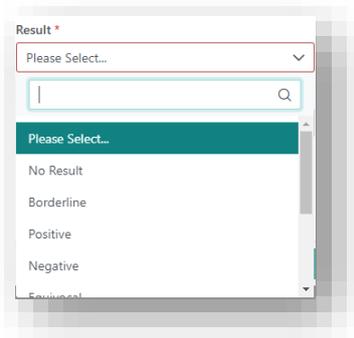
- In the **Crossmatch Results** section, click **Add Crossmatch Result**.



- Select the type of crossmatch from the **Crossmatch Type** dropdown.

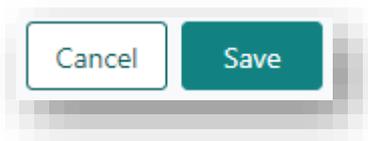


- Select the result from the **Result** dropdown.



- If required select **Additive**, **Cell Treatment** and **Result Score** from the dropdowns. Populate the **Test Reference** and **Channel Shift from Threshold** as required.

- Click **Save**.



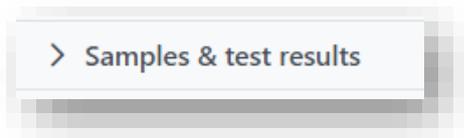
- Add the remaining crossmatch as per steps 8 to 12 and click **Save** when complete.



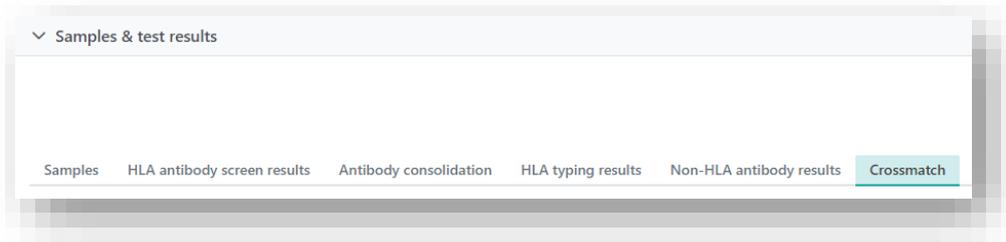
- The notification ***New crossmatch added, please review and verify*** is generated in the Laboratory Portal.

4.2 VERIFY CROSSMATCH RESULT

- On the person's profile in OM, select the **Samples & test results** tab.



2. Click the **Crossmatch** tab.



3. Click on the result and click **Verify**.



4. The ***New Crossmatch added, please review and verify*** notification is automatically archived.

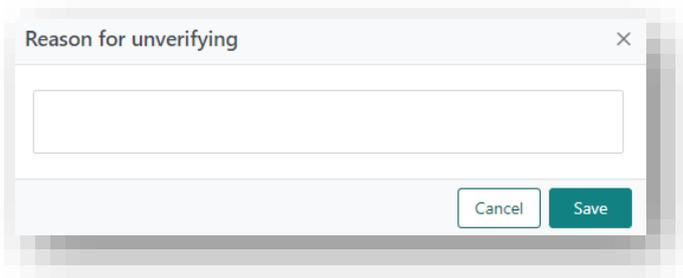
4.3 DELETE CROSSMATCH RESULT

If a result is verified the user has to unverify it before having access to delete the result.

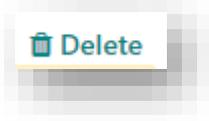
1. Click on the result and click **Unverify**.



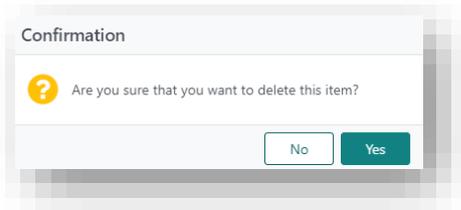
2. Type in the **Reason for unverifying** and click **Save**.



3. Click on the result and click **Delete**.



4. Click **Yes**.

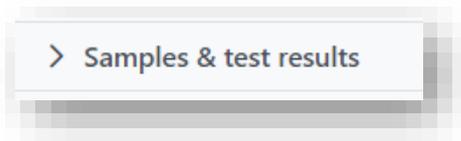


5. NON-HLA ANTIBODY RESULTS

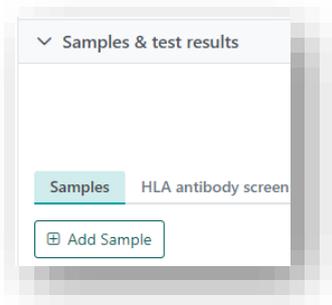
Non-HLA antibody results are not used in matching or anywhere else in OrganMatch. Tests cannot be imported, only manually created. AT1R (angiotensin II receptor type 1) results are added in this section.

5.1 ADD NON-HLA ANTIBODY RESULT

1. On the person's profile in OM, select the **Samples & test results** tab.



2. Click the **Samples** tab.



- Click **Add Test** on the required sample.



- Select **Angiotensin II Type 1 Receptor ELISA** from the **Test Method** drop-down. Select the **Testing Laboratory**.

Note: Test date defaults to today's date.

- Add the **Interpretation**, **Test Result** and **Test Reference** as required.

- Add any **Internal Comment** or **Reportable Note** as required.

Note: Any comments added to the Reportable Notes field will be viewable in the Transplantation Portal once the result is verified.

- Click **Save**.



- The notification ***New Non-HLA Antibody added, please review and verify*** is generated in the Laboratory Portal.

5.2 VERIFY NON-HLA ANTIBODY RESULT

- On the person's profile in OM, select the **Samples & test results** tab.

A screenshot of a tab labeled '> Samples & test results' with a right-pointing chevron icon.

- Click the **Non-HLA antibody results** tab.



- Click on the result and click **Verify**.

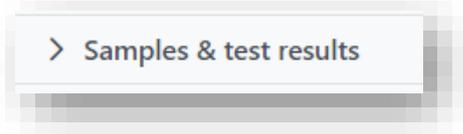
A screenshot of a button labeled 'Verify' with a magnifying glass icon to its left.

- The ***New Non-HLA Antibody added, please review and verify*** notification is automatically archived.

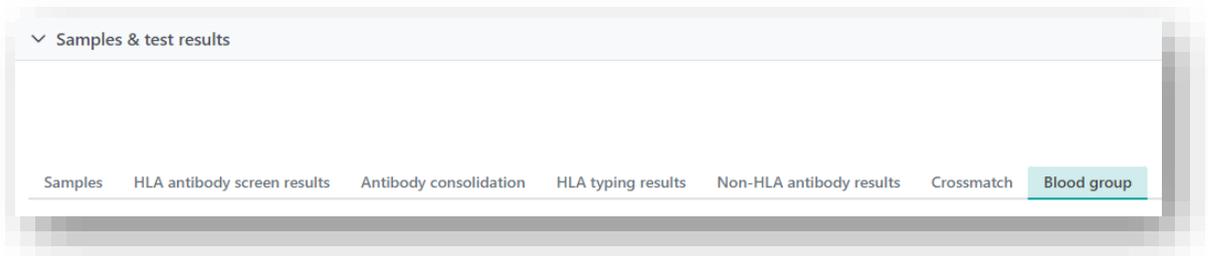
6. ABO RESULTS

6.1 ADD BLOOD GROUP RESULTS

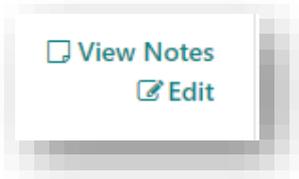
1. On the person's profile in OM, select the **Samples & test results** tab.



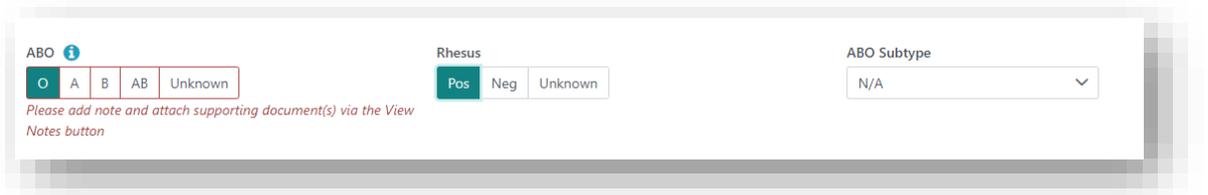
2. Click the **Blood group** tab.



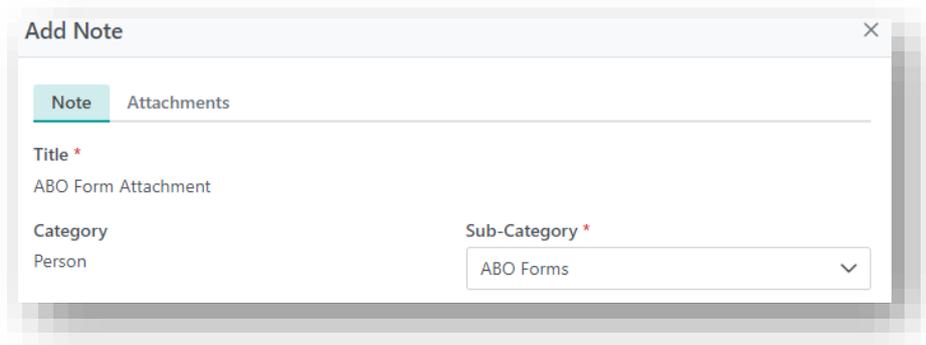
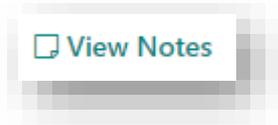
3. Click **Edit**.



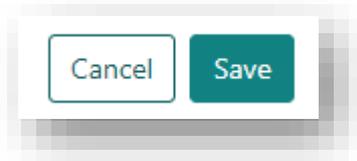
4. Select result for **ABO**, **Rhesus** and **ABO Subtype** (if applicable). These results can be entered independently so if an ABO subtype is obtained later, it can be added after the ABO has been confirmed.



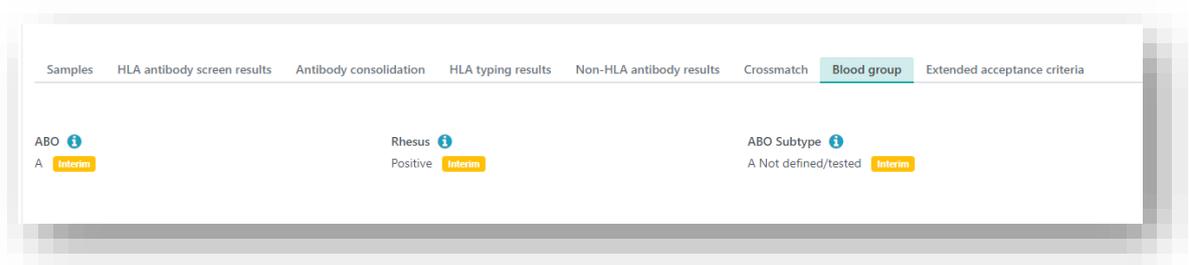
- If the warning message “Please add note and attach supporting document(s) via the View Notes button” appears, click **View Notes**. Attach the ABO report in as an attachment in the note with the **Sub-Category ABO Forms**. Results cannot be saved without the attachment.



- Click Save.



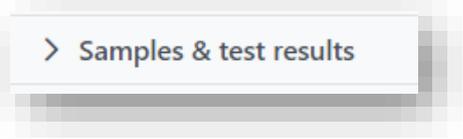
The results will appear as interim and require confirmation.



- The notification **Confirm Interim ABO values** is generated in the Laboratory Portal.

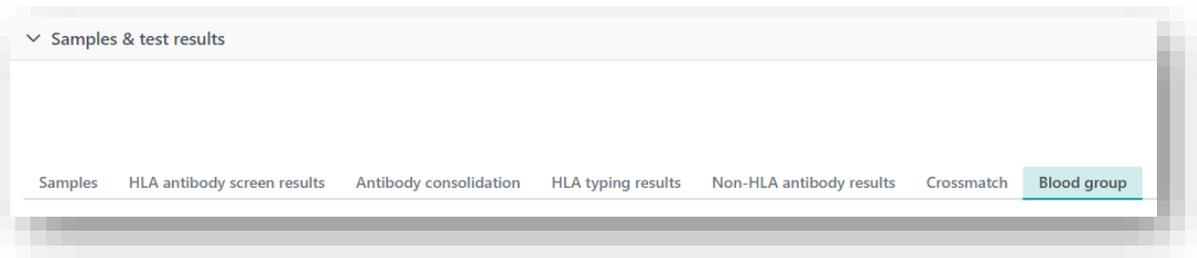
6.2 CONFIRM BLOOD GROUP RESULTS

1. On the person's profile in OM, select the **Samples & test results** tab.



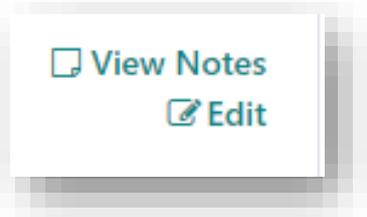
> Samples & test results

2. Click the **Blood group** tab.



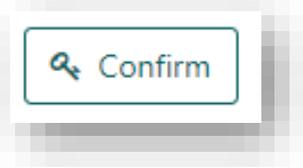
Samples & test results
 Samples HLA antibody screen results Antibody consolidation HLA typing results Non-HLA antibody results Crossmatch **Blood group**

3. Click **Edit**.



View Notes
 Edit

4. Click **Confirm**.



Confirm

- Select the result in **Final ABO**, **Final Rhesus** and **ABO Subtype** from the dropdown where applicable and click **Confirm ABO**. A second user must confirm the results, as the same user cannot enter and confirm results.

Note: If only one result is confirmed the other results can still be edited until they are confirmed.

- The result is then displayed with the Final tag, indicating it has been confirmed.

If one of the three results is not confirmed it will display an Interim tag.

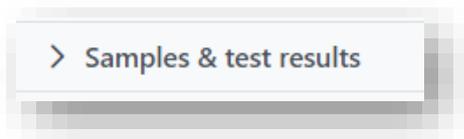
- If a subtype is added after the ABO and Rhesus result has been confirmed, the dropdown for these boxes is disabled. Only the **ABO Subtype** dropdown is enabled to select for confirmation.

- The notification **Confirm Interim ABO values** is automatically archived.

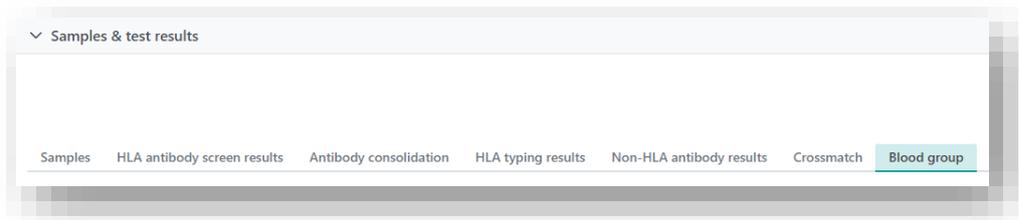
7.3 UNCONFIRM BLOOD GROUP RESULTS

Only the Lab Manager user role has access to unconfirm blood group results. The **Unconfirm** button is displayed if the user has this access role. The **Unconfirm** button is hidden for all other roles that do not have access to use it.

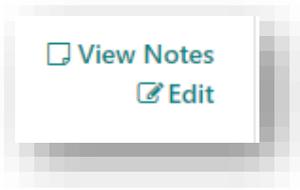
- On the person's profile in OM, select the **Samples & test results** tab.



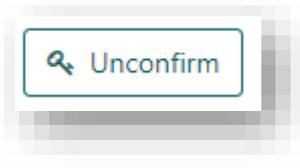
- Click the **Blood group** tab.



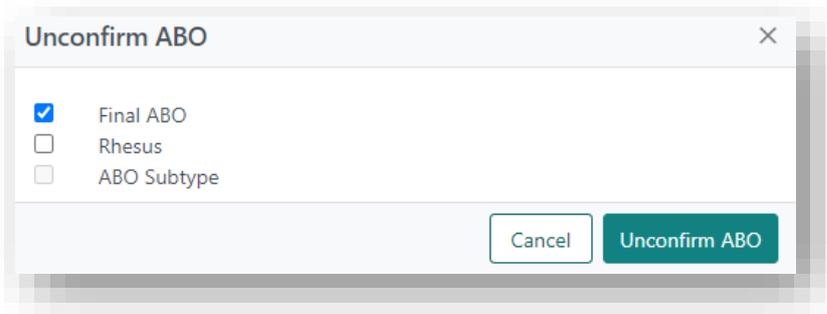
3. Click **Edit**.



4. Click **Unconfirm**.

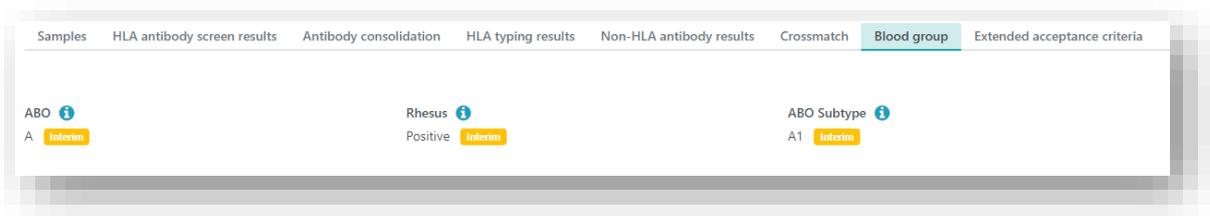


5. Tick the checkbox for the result to be unconfirmed and click **Unconfirm ABO**.



Note: If a result is not confirmed it will not be available for selection.

6. The result returns to interim status until confirmed again.



APPENDIX 1: SAMPLE TYPE AND TEST METHOD FOR MANUAL RESULT ENTRY

Sample Type	Test Method
DNA	HLA typing, Non-HLA antibody, Crossmatch
Frozen PBL	HLA typing, Non-HLA antibody, Crossmatch
Lymph node	HLA typing, Non-HLA antibody, Crossmatch
Lysate	HLA typing, Non-HLA antibody, Crossmatch
PBL	HLA typing, Non-HLA antibody, Crossmatch
Plasma	HLA antibody, Non-HLA antibody, Crossmatch
Serum	HLA antibody, Non-HLA antibody, Crossmatch
Spleen	HLA typing, Non-HLA antibody, Crossmatch

DEFINITIONS

Term/abbreviation	Definition
CDC	Complement Dependent Cytotoxicity.
Clean result	A verified result that has been edited to remove data that may be considered invalid.
DSA	Donor specific antibody
EDR	Electronic Donor Record
LSM	LABScreen Mixed antibody result
MFI	Medium Fluorescence Intensity
NSR	Non-specific reactivity
OM	OrganMatch
OOL	Organ Offer List
Orphan	A sample for a person record that doesn't exist in OM or a result that doesn't have a sample in OM.
PBL	Peripheral blood lymphocyte (cell sample type)
SNR	Senior user in OM
Staging	A software environment in OM that is used to host records that were not successfully imported.
XM	Crossmatch

REFERENCED INTERNAL DOCUMENTS

Document number	Source
OM-008	Patient Antibody Assessment.
OM-063	Deceased Donor Matching- Laboratory Portal
OM-073	Import Management- Laboratory Portal

CHANGE HISTORY

Version number	Effective date	Summary of change
1	11/07/2024	First version of new document
2	Refer to footer	Annual document review- no changes

ELECTRONIC SIGNATURE

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