

EQAsia EQA Informatics Module Guideline

⇒ Browser requirements

IMPORTANT: The system works with the following browsers

Browser	Oldest supported version*
Google Chrome	44.0
Firefox	39.0

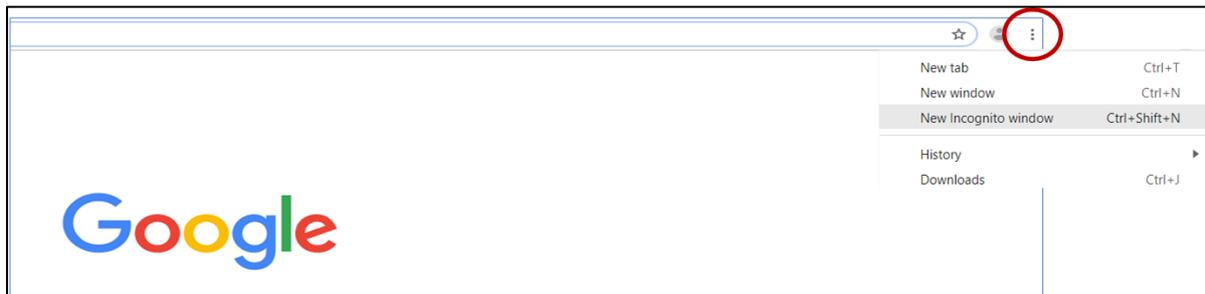
* latest version is recommended

⇒ Access the Informatics Module

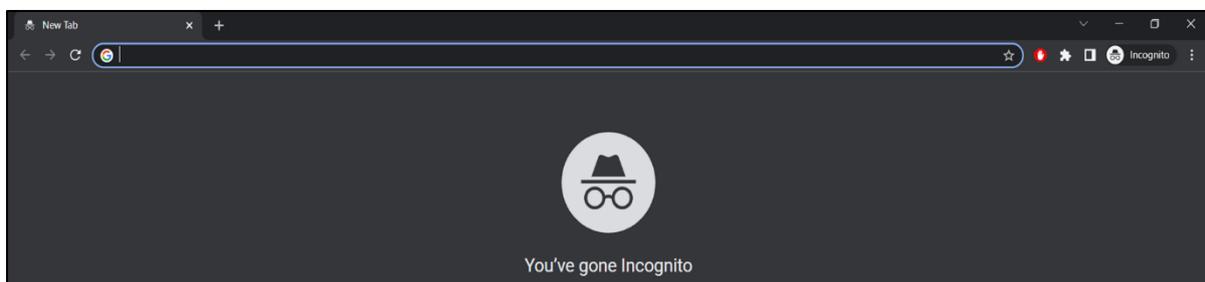
IMPORTANT: To access the Informatics Module, you must use an **incognito** window.

NOTE: Should you have issues with opening an incognito window, please contact egasia@food.dtu.dk directly.

Open a browser window, click on the three dots (see red circle below) and select: 'New incognito window'.



Continue in the black window that looks like this (for Google chrome):



Access the Informatics Module using this address: <https://EQASIA-pt.dtu.dk>



Select: DTU Employees Students and Guests.

Login to the system by using the username and password sent to you by e-mail for participation in the EQAs.

After signing in you will get to the *Proficiency Test Overview* page.

⇒ **SignUp**

Under ‘Available Proficiency Tests’, sign-up to the relevant proficiency test (hereafter called EQA). Proficiency tests you signed up to are listed under ‘Active Proficiency Tests’.

⇒ Navigate in the database

Results from identification, (serogrouping/serotyping, if relevant) and antimicrobial susceptibility testing (AST) of test strains are submitted into the same Informatics Module.

Navigate between test forms using the tabs with the test strain codes.



Click the logos in the upper left corner to go to the *Proficiency Test Overview* page

⇒ Enter data

Click on the name of the EQA you wish to enter data for, and enter information under each tab.

Under the 'Method' tab, indicate the method primarily used for performing AST. When selecting a method for AST, information on the standard(s)/guideline(s) used when performing AST as well as incubation conditions used are required. If you have used other methods for some antibiotics, you can change the method in the last section on the page.

For each test strain: select operator (=, <=, >), type the MIC value OR disk diffusion zone diameter and select interpretation (R, I, S or Not tested).

- R: Resistant (considering the breakpoint indicated in the guideline you are following)
- I: Intermediate (considering the breakpoint indicated in the guideline you are following)
- S: Susceptible (considering the breakpoint indicated in the guideline you are following)
- Not tested: if you have no result for the given antimicrobial/test strain combination (this option should be used if you for example did not test for an antimicrobial).
- For the combination drugs, cefotaxime-clavulanic acid (F/C) and ceftazidime-clavulanic acid (T/C), type only the concentration of cefotaxime and ceftazidime, respectively.
- N.B. For all susceptibility testing results for which there are no breakpoints identified, please enter the susceptibility category that you interpret, i.e. if a *N. gonorrhoeae* isolate has an MIC > 1 µg/mL or zone inhibition diameter < 30mm for azithromycin, interpret either as resistant (R) or decreased susceptibility (DS).

For each test strain: Add a comment if needed.

Method: Camp EQAsia 23.1, Camp EQAsia 23.2, Camp EQAsia 23.3, Camp EQAsia 23.4, Camp EQAsia 23.5, Camp EQAsia 23.6, Camp EQAsia 23.7, Reference Strain(s)

Test strain ID: Select *
Campylobacter jejuni

Camp EQAsia 23.1

Name	Operator	Zone diameter (mm) or MIC-value (mg/L)	Interpretation
Chloramphenicol	Select	Enter value	R I S Not tested
Ciprofloxacin	Select	Enter value	
Ertapenem	Select	Enter value	
Erythromycin	Select	Enter value	

For reference strain(s): select operator and add MIC value or disk diffusion zone diameter

⇒ Save data

Data are saved when you click the *Save* button on each page.

Moreover, data are saved when you navigate to another tab.

⇒ Review and revise data

On the *Proficiency Test Overview* page as well as in the *Test overview page*, click 'Download report' to see the overview of your results and method input for this EQA trial.

Before you have finally submitted your results (and before deadline), the database allows you to return to any test form and revise values.

⇒ Submit data

For each EQA, all uploaded data are submitted in one go. This means that the submission is final and cannot be undone.

When all information and data have been entered and revised for i) the method, ii) all test strains (serogroups, serotypes and AST-results), and iii) the reference strain (relevant for AST) for a given EQA, click on 'Final Submit'.

Please confirm your acceptance that the uploaded data are ready for submission.

IMPORTANT! You will **NOT** be able to edit your data after final submission.

Confirm 'final submit' for EQA 7 Enterococci

Click on confirm to submit your results (after this, no further edits will be possible)

Click on cancel to be able to check/edit your uploaded results before you finally submit.

I hereby accept that the uploaded results and information are ready for submission and that upon clicking 'Final submit', data for EQA 7 Enterococci cannot be edited further.

Cancel
Confirm

At the *Proficiency Test Overview* page, the submission status of your Proficiency Test will now be **Yes**

Submitted

No
No
Yes

Upon final submission, the contact person of the laboratory will receive an e-mail confirming the submission.

⇒ Evaluation and score

Identification:

The entered identification of the test strains will be evaluated and scored, unless 'Not tested' or 'No growth' is chosen.

Serogroup and serotype:

- Each submitted serogroup and serotype are evaluated and scored.
- Blank fields in serogroup or serotype will not be evaluated and will not be scored.

Antimicrobial susceptibility testing:

- Each antimicrobial/test strain combination, interpretations as R, I and S are evaluated and scored.
- For each antimicrobial/test strain combination, blank/Not tested fields will not be evaluated and will not be scored.

For the ATCC reference strain:

- Obtained MIC value or DD zone diameter are evaluated and scored.
- Blank fields will not be evaluated and will not be scored.

Upon final submission of your results, you may download a report that gives you an overview of what you have just submitted. After final submission, please wait a few minutes before you download the report to allow for the database to make the updates.

When the scores are released, you will be informed by email. You can login into the Informatics Module and download the report with all submitted and expected results, as well as the evaluation/score.

⇒ **Support**

Should you need support in using the Informatics Module, please do not hesitate to contact egasia@food.dtu.dk

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