

# ACCU-CHEK<sup>®</sup> *Inform II*

**BLOOD GLUCOSE MONITORING SYSTEM**



## **Operator's Manual**



<b>Manual version</b>	<b>Revision date</b>	<b>Changes</b>
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Version 2.0	2009-08	Update, new SW version 02.00
Version 3.0	2010-09	Update, new SW version 03.00

# ***ACCU-CHEK® Inform II System***

## **Operator's Manual**

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On the packaging, on the identification plate of the meter, the battery pack, the base unit, or the code key reader you may encounter the following symbols, shown here with their meaning:

	Caution (consult accompanying documents). Refer to safety-related notes in the manual accompanying this instrument.
	Temperature limitation (Store at)
	Manufacturer
REF	Catalog number
	In vitro diagnostic medical device
	This product fulfills the requirements of the European Directives 98/79/EC on in vitro diagnostic medical devices and 1999/5/EC on radio and telecommunications terminal equipment (R&TTE).
	This device complies with Part 15 of the FCC Rules and with RSS-210 of Industry Canada.
	The compliance mark indicates that the product complies with the applicable standard and establishes a traceable link between the equipment and the manufacturer, importer or their agent responsible for compliance and for placing it on the Australian and New Zealand market.
	The system fulfills the Canadian and U.S. safety requirements (UL LISTED, in accordance with UL 61010-1 and CAN/CSA-C22.2 No. 61010-1)
	Power supply connection

<b>1</b>	<b>Introduction</b>	<b>9</b>
	Before you start.....	9
	Intended use.....	9
	Important information regarding use.....	9
	If you need help.....	10
	Note on the use of “base unit” in this manual.....	10
	Note on illustrations in this manual.....	10
	What can the system do for you?.....	11
	Safety information and additional information.....	12
	Important information regarding safety.....	13
	Disposal of the system.....	13
	Product safety.....	14
	General care.....	14
	Accessory box.....	14
	Meter.....	14
	Battery Pack.....	15
	Touchscreen.....	16
	Laser scanner.....	16
	Wireless network connection (RF card).....	16
	Radiofrequency radiation exposure information.....	17
	Note on systems with older hardware.....	19
	System components.....	21
	Overview of the meter.....	22
	Overview of the code key reader.....	23
	Overview of the base unit.....	24
	Overview of the accessory box.....	25
	Reagents and consumables.....	25
	Instructions for initial setup.....	26
<b>2</b>	<b>Powering Up and Entering an Operator ID</b>	<b>27</b>
	Powering up the meter.....	27
	Adjusting the display.....	28
	Adjusting the display on meters with older hardware.....	28
	Enabling/disabling the RF card.....	29
	Closing startup.....	30
	Entering the operator ID.....	30
	Entering an operator ID with barcode scanner.....	31
	Entering the operator ID manually.....	32
	Entering a password.....	32

<b>3</b>	<b>Patient Glucose Testing</b>	<b>33</b>
	Information regarding blood glucose testing .....	33
	Preparing to test .....	33
	Performing a patient glucose test .....	34
	Overview of test procedure .....	34
	Entering or selecting the patient ID .....	34
	Entering the patient ID manually .....	36
	Selecting the patient ID from a list .....	37
	Entering a patient ID with barcode scanner .....	38
	Confirming or selecting the test strip lot .....	39
	Inserting test strips .....	40
	Applying a blood sample .....	41
	Results screen .....	42
	Adding comments .....	45
<b>4</b>	<b>Glucose Control Testing</b>	<b>47</b>
	Information regarding glucose control tests .....	47
	Glucose control testing intervals .....	48
	Information stored during glucose control testing .....	49
	Control solutions .....	49
	Preparing to run a glucose control test .....	49
	Performing glucose control tests .....	50
	Overview of test procedure .....	50
	Starting a glucose control test .....	51
	Confirming or selecting the lot number for control solutions .....	52
	Confirming or selecting the test strip lot .....	53
	Inserting test strips .....	54
	Applying the control solution .....	55
	Results screen .....	56
	Performing a STAT test .....	57
<b>5</b>	<b>Review Results</b>	<b>59</b>
	Displaying test results from the memory .....	59
	Information stored in data records for test results .....	59
	List of results stored in the memory .....	59
<b>6</b>	<b>Storing Test Strip, Control Solution, and Linearity Solution Information in the Meter</b>	<b>61</b>
	Storing information about test strips .....	61
	Transferring code key information to the meter .....	62
	Editing test strip data .....	64
	Storing control solution information .....	67
	Entering the lot number of the control solution .....	67
	Selecting a stored lot number as the current lot number .....	70
	Storing linearity test information .....	72
	Entering the lot number of the linearity test .....	72
	Selecting a stored lot number as the current lot number .....	74

<b>7</b>	<b>Linearity Testing</b>	<b>77</b>
	Information regarding linearity tests.....	77
	Linearity testing intervals .....	77
	Information stored during linearity testing .....	78
	Linearity test kit .....	78
	Preparing to run a linearity test .....	78
	Performing a linearity test.....	79
	Overview of test procedure .....	79
	Starting a linearity test .....	79
	Confirming or selecting the lot number for linearity test kits.....	80
	Confirming or selecting the test strip lot.....	80
	Inserting test strips.....	81
	Applying a linearity test sample .....	82
	Results screen .....	83
<b>8</b>	<b>Proficiency Testing</b>	<b>85</b>
	Information regarding proficiency tests .....	85
	Information stored during proficiency testing.....	86
	Preparing a proficiency test.....	86
	Performing a proficiency test.....	87
	Overview of test procedure .....	87
	Starting a proficiency test .....	87
	Entering the proficiency sample ID .....	88
	Confirming or selecting the test strip lot.....	88
	Inserting test strips.....	89
	Applying a proficiency sample.....	90
	Results screen .....	91
<b>9</b>	<b>Initial Startup</b>	<b>93</b>
	Connecting the base unit.....	93
	Installing or replacing the battery pack.....	94
	Removing the battery pack .....	95
	Installing the battery pack.....	96
	Docking the meter .....	99
	Initial setup on the meter .....	101
	Menu overview.....	102
	Opening the Setup Menu .....	105
	Date and time format.....	106
	Display options and optional tests .....	107
	Options for test strips .....	108
	Options for glucose control tests .....	110
	Value ranges (normal, critical, reportable).....	111
	Options for Operator ID Entry.....	112
	Patient ID options.....	113
	Creating a setup password.....	114
	Setting the date and time.....	115
	Beeper options .....	116
	Diagnostics view.....	117
	Unlocking a Download Lockout.....	118

<b>10</b>	<b>Maintenance and Care</b>	119
	Conditions for storage and shipping .....	119
	General operating conditions .....	119
	Storage .....	120
	Cleaning .....	120
	Cleaning agents .....	120
	Cleaning the meter .....	121
	Cleaning the barcode scanner window .....	121
	Cleaning the base unit .....	122
	Cleaning the accessory box .....	123
	Disinfecting .....	124
	Disinfecting the meter .....	125
	Disinfecting the base unit .....	127
	Disinfecting the accessory box .....	128
	Logging maintenance activities .....	129
<b>11</b>	<b>Troubleshooting</b>	131
	Errors and unusual behavior without error messages .....	131
	Error messages .....	134
	Meter reset .....	136
<b>12</b>	<b>General Product Information</b>	137
	Technical data .....	137
	Further Information .....	139
	Ordering .....	139
	Accu-Chek Inform II Operator's Manual and Quick Reference Guide .....	139
	Reagents and Solutions .....	139
	Information about software licenses .....	140
	Contact Roche .....	140
<b>A</b>	<b>Appendix</b>	141
	Table of configuration options .....	141
	Example of barcode symbologies .....	150
<b>B</b>	<b>Appendix</b>	151
	Option: Wireless network (WLAN) .....	151
	Application area .....	151
	Functions enabled with wireless connectivity .....	151
	<b>Index</b>	153

# 1 Introduction

## Before you start

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### ***Intended use***

The Accu-Chek® Inform II system is intended for *in vitro* diagnostic use in the quantitative determination of blood glucose levels in venous, capillary, arterial, and neonatal whole blood samples for monitoring blood glucose. The system is indicated for use by healthcare professionals. For healthcare professionals, the system is a bedside unit that can help you provide quality patient care by measuring blood glucose and by automating the record keeping associated with blood glucose and glucose control tests.

### ***Important information regarding use***

Read this operator's manual, as well as the package inserts for all relevant consumables, before using the system for the first test.

You must configure the Accu-Chek Inform II system according to your needs **before** initial use. You can configure the system either directly on the meter or by using a suitable data management system. Refer to Chapter 9 "Initial setup on the meter" for on-meter configuration. Refer to Appendix A for configuration via a data management system.

Be sure to read the "Safety information and additional information" section in this chapter before operating the system.

***If you need help***

Information about using the system, the screen menus and performing a test can be found in this operator's manual.

Error messages that appear on-screen include information or instructions on how to correct the error.

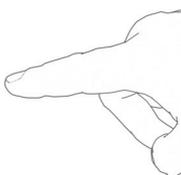
For all questions about the Accu-Chek Inform II system that are not answered in this manual, contact your Roche representative (see Chapter 12). In order to expedite troubleshooting, please have ready your Accu-Chek Inform II meter, its serial number, this manual, and all related consumables when you call. If you suspect a communication error beyond the meter, also have your Accu-Chek Inform II Base Unit serial number ready to help assist our customer care group in troubleshooting.

***Note on the use of "base unit" in this manual***

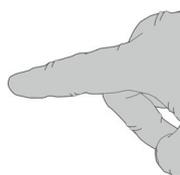
Unless otherwise specified, the term "base unit" refers to both the Accu-Chek Inform II Base Unit and the Accu-Chek Inform II Base Unit Light.

***Note on illustrations in this manual***

Illustrations in this manual show two different kinds of hands:



Hand without glove



Hand with glove



A dashed arrow between screen illustrations indicates that some screens have been skipped in these illustrations.

***What can the system do for you?***

The Accu-Chek Inform II system has the following features and properties:

- Perform patient blood glucose tests and glucose control tests with control solution.
- Automatically record all relevant data for the application. Includes:
  - Time and date of test
  - IDs for operator, patient, and samples
  - Information about control solutions, test strips, and linearity
  - Test results and comments
- For purposes of quality assurance, information on the following areas can be collected, stored, and transferred:
  - Meters
  - Test strips
  - Glucose control solutions
  - Linearity solutions
  - Test results

## Safety information and additional information

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This section explains how safety-related messages and information related to the proper handling of the system are presented in the Accu-Chek Inform II manual. Please read these passages carefully.



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The safety alert symbol by itself (without a signal word) is used to promote awareness to hazards which are generic or to direct the reader to related safety information

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Indicates a hazardous situation which, if not avoided, could result in death or serious injury.

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Indicates a hazardous situation which, if not avoided, could result in minor or moderate injury.

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**NOTICE**

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Indicates a hazardous situation which, if not avoided, may result in damage to the system.

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Important information that is not safety relevant is presented against a colored background (without a symbol). Here you will find additional information on correct use of the meter or useful tips.

## ***Important information regarding safety***



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### **Operator qualification**

Only trained healthcare professionals may operate the Accu-Chek Inform II system. Operators must also have received comprehensive instruction in the operation, quality control, and care of the Accu-Chek Inform II system.

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**WARNING**

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### **Protection against infection**

There is a potential risk of infection. Healthcare professionals using the Accu-Chek Inform II system to perform tests on more than one patient must be aware that any object coming into contact with human blood is a potential source of infection.

- Use gloves.
  - Use a separate lancet / separate lancing device for each patient.
  - Dispose of used lancets in a sturdy sharps container with lid.
  - Dispose of used test strips from patient and proficiency tests according to your institution's infection control policy.
  - Follow all health and safety regulations in force locally.
- 

## ***Disposal of the system***



**WARNING**

---

### **Infection by a potentially biohazardous instrument**

The Accu-Chek Inform II system or its components must be treated as potentially biohazardous waste. Decontamination (i.e., a combination of processes including cleaning, disinfection and/or sterilization) is required before reuse, recycling, or disposal.

Dispose of the system or its components according to the appropriate local regulations or you may return it to Roche. For more information, contact your Roche representative.

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**Product safety**

Observe the following information to ensure product safety:

- The system is suitable for continuous operation.

**NOTICE**

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The system is not protected against the harmful ingress of fluids (IP X0 rating according to IEC 60529).

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**General care**

**NOTICE**

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Clean the system only with the solutions recommended. Using other solutions may result in incorrect operation and possible failure of the system. Make sure that the meter and base unit are thoroughly dried after cleaning or disinfecting.

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**Accessory box**

**NOTICE**

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Carry the accessory box carefully by the handle for easy transport. Dropping or hitting the box may damage it.

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**Meter**

- Unless otherwise configured, the system automatically powers down after 10 minutes of inactivity (i.e., no screen touches).
- Dispose of the meter in accordance with applicable laws and regulations. See “Disposal of the system” on page 13.

## Battery Pack

The meter contains a rechargeable battery pack that begins charging as soon as it is placed in an active base unit (i.e., one connected to a power supply).

### NOTICE

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Use only the specially designed battery pack provided by Roche Diagnostics. Using any other type of battery may damage the system.

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Observe the following general safety instructions for handling batteries:



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Do not dispose of the battery pack with normal domestic waste. As a component of the Accu-Chek Inform II system, it must be deemed as potentially biohazardous. Treat it accordingly. See "Disposal of the system" on page 13.

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- When storing or disposing of the battery pack, use the manufacturer's original packaging.

Save or download data from the meter prior to replacing the battery pack to prevent loss of data (see Chapter 9).

- Always turn **off** the meter before removing the battery pack.
- When the *Battery Low* warning is displayed, the meter must be returned **as soon as possible** to the base unit for recharging.
- The *Battery Critically Low* warning indicates that the meter must be returned **immediately** to the base unit for recharging.

## ***Touchscreen***

### **NOTICE**

- 
- Use only your finger to touch the screen elements. Using a sharp-edged object (e.g., tip of a pen) can damage the touchscreen.
  - Do not use the system in direct sunlight. Direct sunlight may reduce the life expectancy and functionality of the display, as well as the integrity of test strips.
- 

## ***Laser scanner***

The built-in barcode scanner emits a laser beam when activated.

The built-in barcode scanner is a Class 1 laser, according to IEC 60825-1/A2:2001.



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A barcode does not need to be present for the laser scanner to become active. Do not stare directly into the laser beam.

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## ***Wireless network connection (RF card)***

The optional RF card for a wireless network connection allows the meter to send data (test results, patient IDs, operator IDs, etc.) to the data management system without the need to return the meter to the base unit. The device conforms with the Wireless Local Area Network (WLAN) standard IEEE 802.11g.

This feature must be configured by the system administrator. Observe the guidelines of your facility for using wireless local area network connections. For information about how to temporarily enable or disable this function, see page 29.

## Radiofrequency radiation exposure information

### Glossary:

- “FCC” stands for “Federal Communications Commission” (USA).
- “RSS” stands for “Radio Standards Specification” (Canada)

**Note:** The following table provides an overview of the classifications for electromagnetic compliance (EMC, according to CISPR 11) for different combinations of Accu-Chek Inform II system components. Refer to the explanatory texts following the table for more information on these classifications.

Classification acc. to CISPR 11	Meter with RF, docked, serial number < UU11030000	Meter with RF, docked, serial number ≥ UU11030000
Accu-Chek Inform II Base Unit, serial number < UU41030000 and connected to network / a PC via a cable	Class A	Not allowed
Accu-Chek Inform II Base Unit, serial number ≥ UU41030000	Class B	Class B

No operating limitations apply to meters without an RF card or to meters with an RF card that are not docked.

**Note:** The following Classification B applies to all hardware combinations except those specified on page 19.

This equipment complies with FCC radiation exposure limits set forth for an uncontrolled environment. This equipment should be installed and operated with minimum distance of 20 cm (8 inches) between the radiator and your body.

This transmitter must not be co-located or operated in conjunction with any other antenna or transmitter.

Changes or modifications made to this equipment not expressly approved by Roche Diagnostics may void the FCC authorization to operate this equipment.

This device complies with Part 15 of the FCC Rules and with RSS-210 of Industry Canada. 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 Accu-Chek Inform II system complies with the emission and immunity requirements described in IEC 61326-2-6:2006. It has been designed and tested to CISPR 11 Class B.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

This Class B digital apparatus complies with Canadian ICES-003.

**Note on systems with older hardware**

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**Possibility of Electromagnetic Interference**

Under certain conditions, a specific combination of hardware equipment may emit electromagnetic radiation of such high energy that it can interfere with the proper functioning of other electronic or medical equipment. Therefore it is not allowed to dock an Accu-Chek Inform II meter with a serial number above or equal to UU11030000, which is equipped with an RF card, into an Accu-Chek Inform II Base Unit with a serial number below UU41030000 if this Accu-Chek Inform II Base Unit is connected to a network directly or through a PC via a cable.

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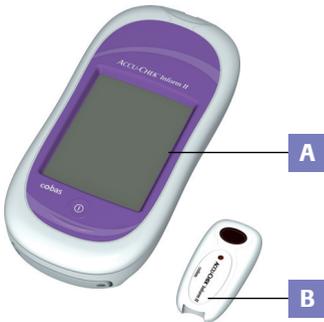
**Note:** The following classification applies if an Accu-Chek Inform II meter (with RF card) with a serial number below UU11030000 is docked in an Accu-Chek Inform II Base Unit with a serial number below UU41030000 if this Accu-Chek Inform II Base Unit is connected to a network directly or through a PC via a cable.

The Accu-Chek Inform II system complies with the emission and immunity requirements described in IEC 61326-2-6:2006. It has been designed and tested to CISPR 11 Class A. In a domestic environment it may cause radio interference, in which case, you may need to take measures to mitigate the interference. The electromagnetic environment in which the Accu-Chek Inform II device is to be operated should be thoroughly evaluated prior to operation of the device.

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

This Class A digital apparatus complies with Canadian ICES-003.

## System components



The Accu-Chek Inform II system includes the following components and accessories:

- A** Meter
- B** Code key reader
- C** Base unit with power supply
- D** Accessory box (shown with consumables, not included)



The system can be configured by two different methods:

- 1 Configuration via the Setup function on the meter (see Chapter 9)
- 2 Configuration via data management system

Note: Not all options can be configured using the Setup function on the meter.

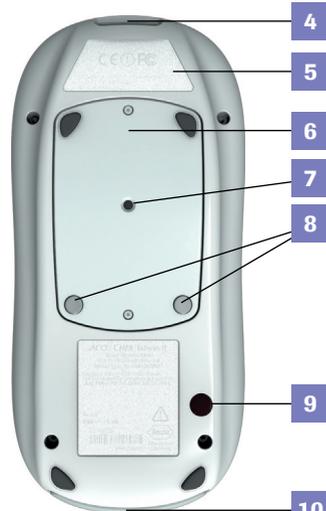
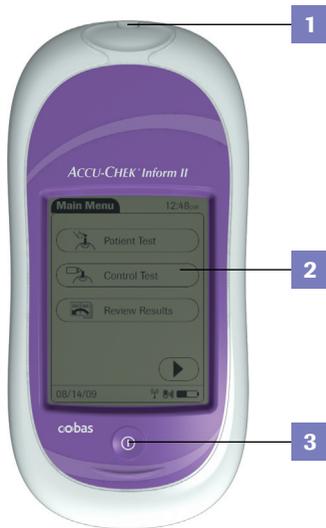


The meter performs the following tasks within the system:

- Serves as the primary operator interface through the touchscreen and on/off button
- Performs glucose tests
- Scans barcodes<sup>1</sup> (strip lots, controls, patient and operator IDs) in a variety of supported formats
- Displays test results from patient tests and control tests
- Transfers stored data to the data management system via wireless communication (WLAN, optional) or the Accu-Chek Inform II Base Unit (LAN)

1. Barcodes on test strips vials/control solutions may not be available in all countries.

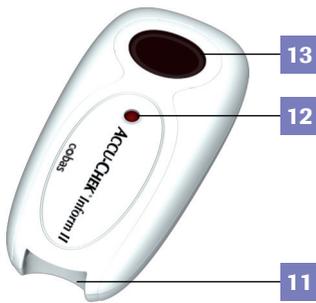
## Overview of the meter



The meter has the following elements:

- 1 Test strip port**  
Insert the test strip here.
- 2 Touchscreen (touch-sensitive display)**  
This screen allows you to perform patient tests, perform controls tests, and review results. To select any of these functions, simply touch the button on the screen.
- 3 On/Off button**  
Press this button to turn the meter on or off.
- 4 Barcode scanner (laser)**  
The integrated barcode scanner can be used to read operator and patient IDs.
- 5 RF card label**  
This label displays registration numbers that are specific to the RF card used in the meter.
- 6 Battery Pack**  
Powers the device.
- 7 Reset button**  
Use this button to reset the device. Reset will not alter configuration.
- 8 Charging contacts**  
These contacts are used to charge the batteries when the meter is in the base unit.
- 9 Infrared interface**  
Facilitates data communication with code key reader and base unit.
- 10 Cover for RF card**  
If your meter is equipped with this option, the RF card for the wireless network (WLAN) is located behind this cover.

## Overview of the code key reader



Test strip vials include a code key.<sup>1</sup> This code key is read by the code key reader and the data is sent to the meter. For additional information about the code key reader, see Chapter 6.

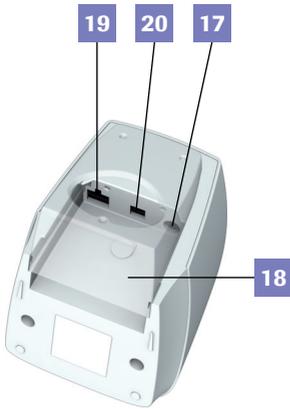
The code key reader has the following elements:

- 11 Code key slot
- 12 LED for displaying status
- 13 Infrared window for transmitting the code file to the meter

Do not exchange code keys while the Code Key Reader is still flashing. If the Code Key Reader is still flashing, it will continue to transmit the previously loaded code file and ignore the code file on the newly inserted code key. You may get an error message on the meter.

1. The *code key* is also frequently referred to as a *code chip*. The terms are synonymous.

## Overview of the base unit



To provide flexibility in line with customer requirements, two versions of the base unit are available.

- The Accu-Chek Inform II Base Unit
- The Accu-Chek Inform II Base Unit Light

Both versions of the base unit can:

- charge the meter battery pack.

In addition, the Accu-Chek Inform II Base Unit also supports:

- communication with a data management system.
- communication with a computer.

Both versions of the base unit have the following elements:

- 14** Charging contacts
- 15** Infrared window for communication with the meter
- 16** Status LED (lights up when power is connected):
  - Lights up red: Power supply is connected, application is starting up (Accu-Chek Inform II Base Unit only)
  - Lights up green: Ready
  - Flashes red: Error
  - Lights up blue: Configuration mode (Accu-Chek Inform II Base Unit only)
- 17** Jack for the power supply unit provided
- 18** Removable mount for wall installation

The Accu-Chek Inform II Base Unit has the following additional elements:

- 19** Network connection — LAN, ethernet (RJ45)
- 20** USB connection

Electrical connections are located on the back of the base unit (for a better view the removable wall mount is shown as transparent).

For instructions on connecting the base unit, see Chapter 9.

## Overview of the accessory box

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The accessory box provides an area for storing and transporting consumables needed for performing point-of-care blood glucose tests.



## Reagents and consumables

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You need the following reagents to perform patient tests and glucose control tests:

- Accu-Chek Performa or Accu-Chek Inform II Test Strips
- Accu-Chek Performa Control Solutions
- Accu-Chek Linearity Kit (if required by your facility guidelines)

Your facility provides additional consumables such as blood collection supplies. Observe the current rules and safety guidelines for collecting and handling blood samples.

## Instructions for initial setup

---

The meter must be configured prior to initial use. During this setup, the following parameters are configured:

- Date and time format
- Input mode for Patient ID
- Input mode for Operator ID
- Glucose controls: Type and schedule
- Results screen for glucose control
- Comments for entry after a test
- Settings for data transfer

You can perform these settings on a limited basis directly in the *Setup Menu* of the meter. For more information about configuration using the *Setup Menu*, see Chapter 9, as well as Appendix A. In addition to this option, the meter can be configured using a data management system. Suitable data management systems provide a range of functions for configuring the meter that go beyond what is possible with the meter-based configuration feature.

For questions about using data management systems, contact your Roche representative (see Chapter 12).

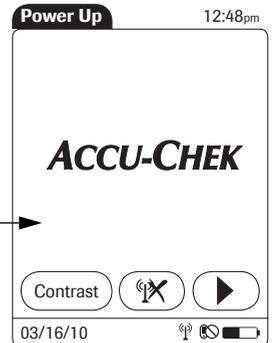
To ensure standardized configuration within a facility, the meter-based *Setup Menu* may be disabled.

## 2 Powering Up and Entering an Operator ID

### Powering up the meter

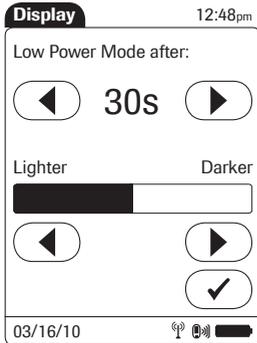


- 1 Press and release the On/Off button . The meter is now on.
- 2 The *Power Up* screen appears.
- 3 Check in the *Power Up* screen whether the date (lower left) and time (upper right) are displayed correctly. If necessary, refer to the instructions for updating these settings in Chapter 9.



- The battery icon shows the current battery level. A completely filled icon  indicates a fully charged battery, and a partial charge is displayed as a partially filled battery icon .
- If during self-check an error is detected, the appropriate error message appears on-screen.
- If the *QC Lockout* feature is enabled and glucose control is required, a corresponding message is displayed.

## Adjusting the display



Using the *Display* options, you can adjust display parameters to your needs:

- Adjust the display contrast to the ambient light conditions.
  - Set the time interval for activating the *Low Power Mode*, which reduces the display contrast after a configurable time without activity (e.g., touching the screen) to conserve energy.
- 1 In the *Power Up* screen, touch *Contrast*. The *Display* screen appears.
  - 2 Touch ◀ or ▶ to set the time until *Low Power Mode* is activated.
  - 3 Touch ◀ or ▶ to make the display lighter or darker.
  - 4 Touch ✓ to confirm the setting.

## Adjusting the display on meters with older hardware

The following description applies to meters with a serial number below UU11030000.

While the meter is turned on, you can switch the back-light on or off at any time by pressing ① for more than 1.5 seconds and releasing it.

- You can adjust the display contrast as described above.
- The function *Low Power Mode* is not available.

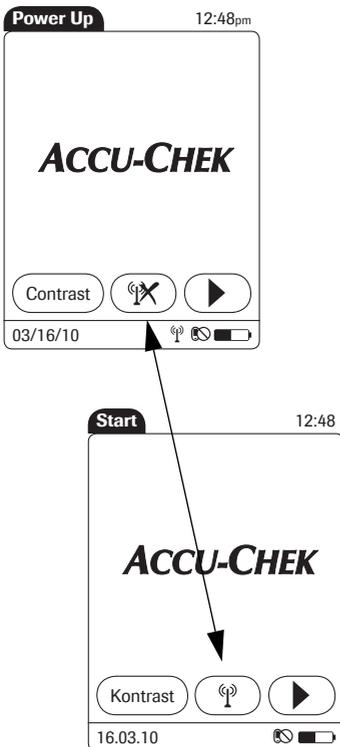
**Enabling/disabling the RF card**

If the unit is equipped with an RF card, you can temporarily enable or disable this functionality as required.

The RF card is automatically reactivated the next time you power on the meter. You can then disable it again temporarily, if required.



If you suspect that running the RF card is harming the patient or affecting other devices, you should carefully reassess the appropriateness of continued use of the WLAN functionality of the Accu-Chek Inform II system using the guidelines of your facility.



If the RF card is activated, the  (*RF OFF*) icon is displayed as a button in the *Power Up* screen.

- To temporarily **disable** the wireless network connection, touch  (*RF OFF*) in the *Power Up* screen. The icon then changes to  (*RF ON*).
- To temporarily **enable** the wireless network connection, touch  (*RF ON*) in the *Power Up* screen. The icon then changes to  (*RF OFF*).

The *RF ON/RF Off* button always displays the **option** you currently have. The current communication **status** is displayed in the status bar (bottom line) of the display in all menus and screens.

- The  icon is displayed, if the RF card is enabled.
- The  icon is displayed if the last attempt to communicate with the data management system was successful and was terminated according to the communication protocol.
- The  icon is displayed if the last attempt to communicate with the data management system was not successful or was unintentionally terminated. If this icon persists, contact your system administrator. Ignoring this information may lead to a *Download Lockout* (if configured, see page 33).

**Closing startup**

Once you have completed all the necessary changes,

- touch  to proceed to the screen used to enter the operator ID, or
- wait 5 seconds and the meter automatically proceeds to the screen used to enter the operator ID.

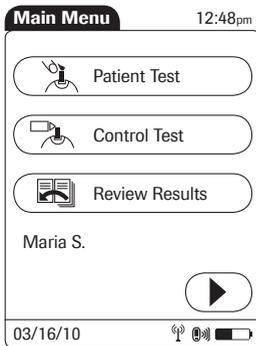
**Entering the operator ID**

How and when an operator ID is entered and if a password is required, depends on the configuration of the system. It is also, for example, possible to require the operator ID only when starting control tests. In general, the system can manage and check operator IDs as well as make additional functions ID-dependent.

If an operator name matching the entered operator ID is available on the meter, this name will be displayed in the *Main Menu* (shown here as “Maria S.”).

There are a number of options for entering operator IDs and these depend on the configuration of the system:

- Via barcode scanner only
- Manually or optionally via barcode scanner



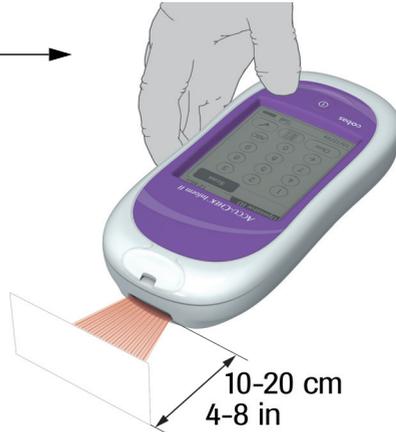
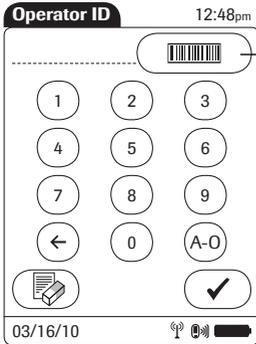
Operator IDs can consist of up to 20 alphanumeric characters.

Alphanumeric characters are any combination of A - Z and 0 - 9, additionally “.” (period), or “-” (hyphen) may be used. See also page 32.

Barcode masking can be used to eliminate any characters not belonging to the Operator ID. See information on “Operator and patient ID barcode masks” on page 149.

### Entering an operator ID with barcode scanner

When the screen for entering the operator ID is displayed:

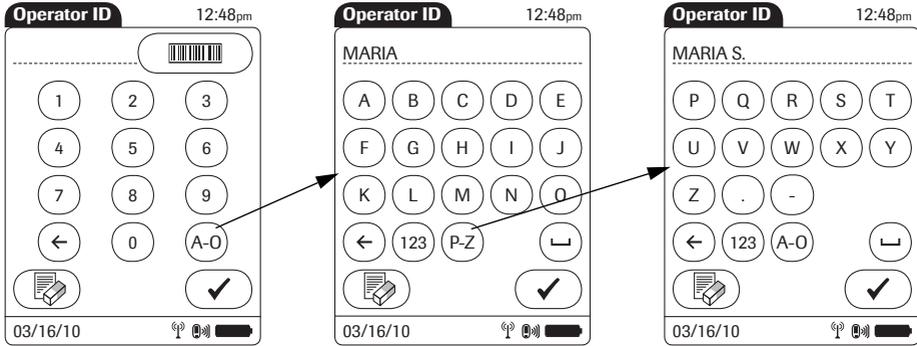


- 1 Press and release . The button now appears with a black background (during the scan).
- 2 Hold the meter so that the window of the barcode scanner is approx. 10-20 cm (4-8 in) above the barcode you wish to read.

The meter beeps once the barcode has been read successfully. The barcode information appears in the operator ID field. The barcode scanner turns off after 5 seconds, if a barcode is not scanned.

**Entering the operator ID manually**

When the screen for entering the operator ID is displayed:



- 1 Touch the letters or numbers to enter the ID.
- 2 Use the following buttons to toggle between ranges of characters:
  - for letters A-0
  - for letters P-Z
  - for numbers 0-9
- 3 Touch to backspace and delete a character entered incorrectly. Touch to enter a space.
- 4 Touch to confirm.

If the operator ID you have entered is not valid (or the operator is not stored in the meter), an error message is displayed. Confirming the message allows you to enter the ID again.

**Entering a password**

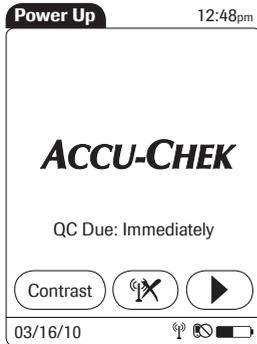
Once the operator ID has been entered correctly, a screen for entering a password may appear (if configured). Enter the password in the same manner as described above for the operator ID.

Once all entries are complete, the main menu appears.

## 3 Patient Glucose Testing

### Information regarding blood glucose testing

#### Preparing to test



The following requirements must be met before you can perform a test:

- The Accu-Chek Performa or Accu-Chek Inform II test strips are available.
- At least one code file for test strips must be stored in the meter and match the lot number of the test strips used (see Chapter 6).
- An operator ID must be entered (with password, if required), if the meter is configured for login.
- Glucose control tests specified in the system configuration must be run and completed successfully before running patient tests. Information whether glucose control tests are necessary is displayed in the *Power Up* screen.
- If configured, the meter may require downloading stored data to the data management system within defined time intervals. If such a download (either via WLAN or by docking the meter in a base unit) does not happen within the specified time, the meter is locked (*Download Lockout*) and cannot be used for testing.

If a glucose control test is shown as required, patient glucose testing cannot be performed until the controls are run successfully. For emergencies, STAT tests can be configured in the meter. This option allows the meter to perform a limited number of patient glucose tests, if circumstances require, despite the meter being in QC Lockout or Download Lockout (see page 57).



- Observe the applicable regulations and directives for hygiene and safety when collecting blood samples.
- Observe the applicable regulations and directives for disposing of potentially infectious samples and materials.

## Performing a patient glucose test

### Overview of test procedure

A patient glucose test comprises the following steps:

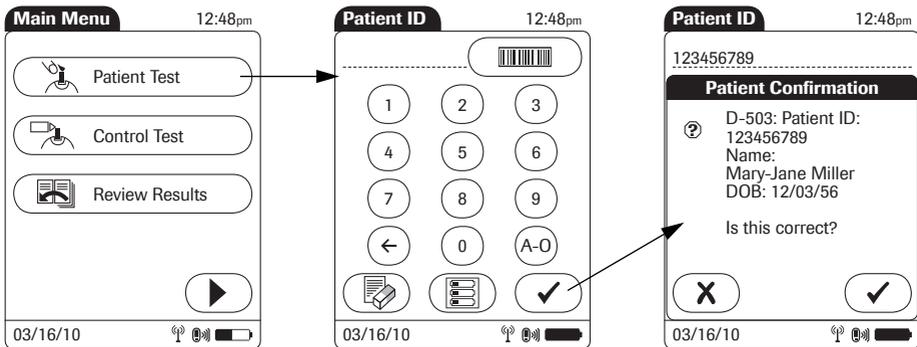
- Enter the patient ID. This can be done either manually or by using the barcode scanner.
- Confirm that the code key matches the test strips in use (if configured).
- Perform the test.

As mentioned previously, the following steps must be completed already:

- 1 The meter is switched on.
- 2 You have entered your operator ID.
- 3 You have completed login by selecting  and the *Main Menu* screen is displayed.

### Entering or selecting the patient ID

After preparing the meter as described, you can proceed to the steps directly related to testing:



- 1 From the *Main Menu* screen touch *Patient Test*.
- 2 Enter or select the *Patient ID* as described on the following pages.
- 3 If the function *Patient Confirmation* is enabled, verify and confirm the displayed patient information, after you entered or selected the ID.

You now have three different options, depending on setup, for assigning the subsequent test to a patient.

The patient ID function can be configured by your system administrator to:

- Enter any combination of up to 20 alphanumeric characters, with specified minimum and maximum lengths.

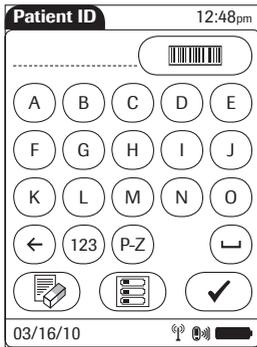
Alphanumeric characters are any combination of A - Z and 0 - 9, additionally "." (period), or "-" (hyphen) may be used.

- Enter patient ID via barcode scanner.
- Select a patient from a list. \*

The following options are available for validating patient IDs:

- Manual entries can be validated based on an downloaded list.
- Confirmation of patient name, date of birth, and ID can be required. \*
- Barcode masking can be used to eliminate any characters not belonging to the Patient ID. See information on "Operator and patient ID barcode masks" on page 149.

\* Depending on the DMS you are using, this feature may be disabled.

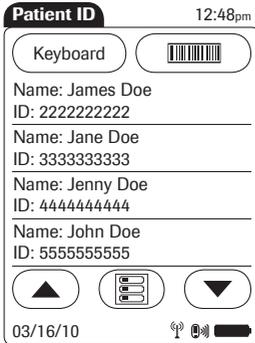
**Entering the patient ID manually**

Use the displayed keypad to enter the patient ID. You can select characters in the same manner as when entering an operator ID.

- 1 Touch the letters or numbers to enter the ID.
- 2 Use the following buttons to toggle between ranges of characters:
  - for letters A-O
  - for letters P-Z
  - for numbers 0-9
- 3 Touch to backspace and delete a character entered incorrectly.
- 4 Press to confirm, or
- 5 Touch to cancel this procedure and return to the main menu.

If the patient ID you have entered is not valid (or the patient is not found in the downloaded list), an error message is displayed. Confirming the message allows you to enter the ID again.

### Selecting the patient ID from a list



Choose the patient ID from a list\*, if a list has been downloaded to the meter (from the data management system).

1 Touch  or  to scroll up or down in the list.

If one of the buttons is hidden, you have reached the top or bottom of the list.

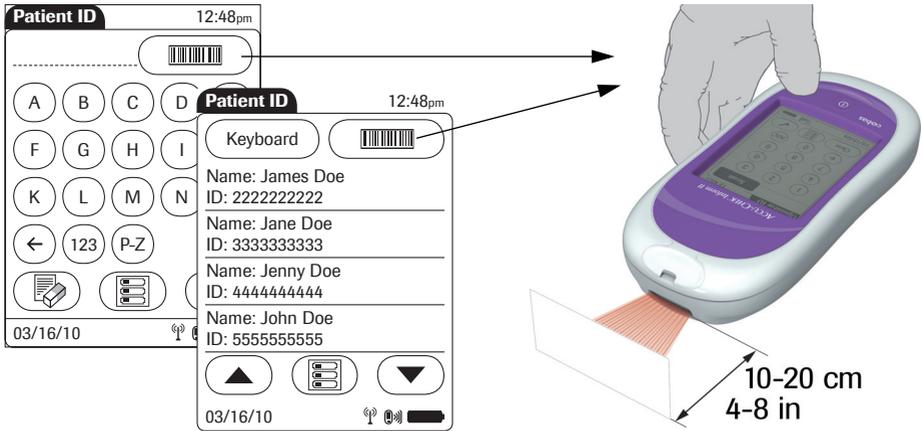
2 Touch the desired entry to select a patient, or

3 Touch  to cancel this procedure and return to the main menu.

\* Depending on the DMS you are using, this feature may be disabled.

**Entering a patient ID with barcode scanner**

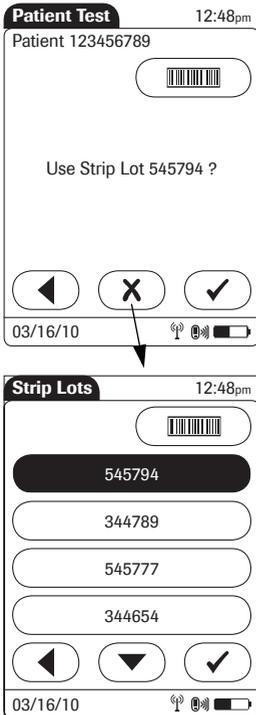
When the screen for entering the patient ID is displayed:



- 1 Press and release . The button now appears with a black background (during the scan).
- 2 Hold the meter so that the window of the barcode scanner is approx. 10-20 cm (4-8 in) above the barcode you wish to read.

The meter beeps once the barcode has been read successfully. The barcode information appears in the patient ID field. The barcode scanner turns off after 5 seconds, if a barcode is not scanned.

### Confirming or selecting the test strip lot



Once you have entered and confirmed the patient ID, you are asked to choose the lot number for the test strips. Compare the number displayed by the meter to the number on the label of the test strip vial.

- Select the lot number as follows:
  - If you want to use the preselected lot number displayed by the meter, touch  to confirm.
  - To use a different lot number than the one displayed, touch  to display a list of stored lot numbers. Select the desired lot number from the list.
  - To read the lot number from the test strip vial via barcode scanner, touch . Follow the instructions for scanning IDs (see note below).
- Touch  to confirm the selected or scanned lot number.

The meter can be configured so that manual confirmation is not necessary. In this setup, only the lot number is displayed. Additional options are not available.

The meter can be configured so that lot numbers are entered via barcode scanner only (see note below).

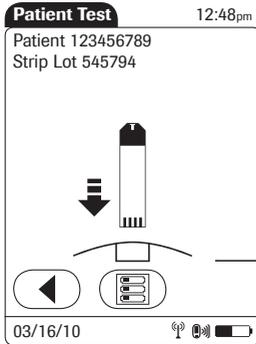
For additional information about storing lot numbers for test strips, see page 61.

**Note:** Barcodes on test strips vials/control solutions may not be available in all countries. In this case either

- manually enter the lot code each time (recommended),
- pick a previously entered lot code from the list, or
- configure the meter to only display the lot code (without confirmation by the operator).

### Inserting test strips

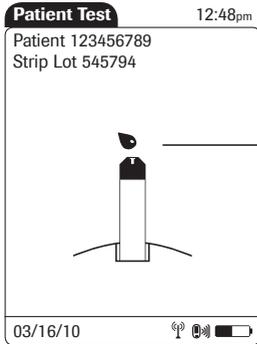
After confirming the test strip lot, you are prompted to insert the test strip.



- 1 Remove the test strip from the test strip vial and close the vial again with the cap.
- 2 Hold the test strip so the lettering "ACCUCHEK" is facing upward.
- 3 Slide the test strip into the test strip port as far as it goes in the direction indicated by the arrows on the test strip. The meter beeps.

**Applying a blood sample**

Once the meter has detected the test strip, you are prompted to apply a blood sample.

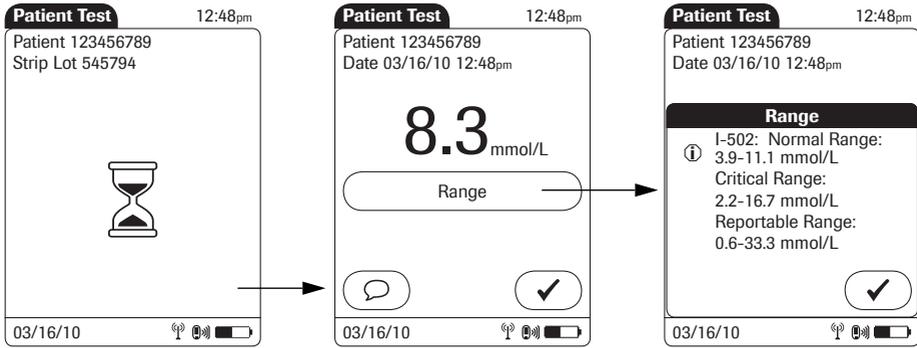


- 1 Wait until the flashing drop appears in the display before applying the blood. The meter beeps again.
- 2 Apply the drop of blood to the **front edge** (yellow dosing area) of the test strip. Do **not** apply the blood to the top of the strip. Blood is pulled into the test strip by capillary action. Blood on top of the test strip is not available for testing.

Once a sufficient blood sample has been detected, the meter beeps and the measurement begins.

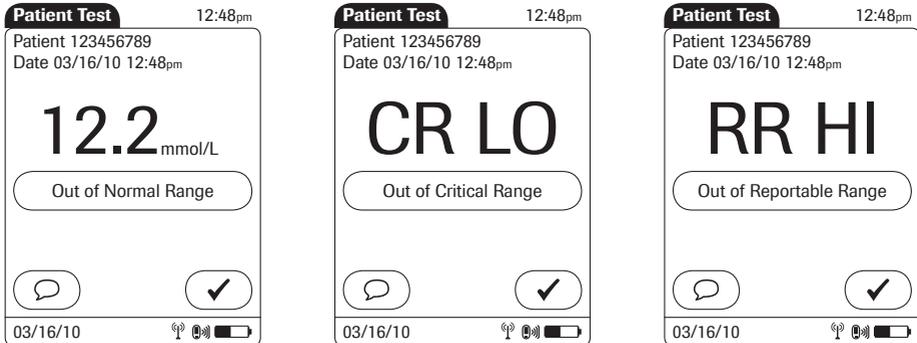
**Results screen**

The hourglass icon indicates the test is running. When the test is completed and the result is ready, the meter beeps again.



When the result is displayed, a message or warning may also appear (depending on system configuration) notifying you if the result exceeds the specified limit values. These limit values define ranges that can either be configured individually by the system administrator in line with facility guidelines, or are the (technical) limits of the system. The characteristics of these ranges are explained on the following page.

The results screen contains a button that changes its name based on the result (*Range* or *Out of ... Range*). Touch this button to display the configured limit values.



- The System Measurement Range refers to the measurement range of the system itself (strips and meter) and is the only range which cannot be configured. With Accu-Chek Performa or Accu-Chek Inform II test strips this fixed range is 10 to 600 mg/dL (0.6 to 33.3 mmol/L). If a result falls outside this range, the message HI or LO appears, i.e. , the result cannot be quantified properly.
- Glucose results above or below the Reportable Range, as defined by the institution or local regulatory body, are above the highest or below the lowest numerical results to be reported. Results outside this range must not be used for intervention decisions.
- Glucose results above or below the Critical Range, as defined by the institution, require immediate action as defined by hospital policy.
- Glucose results within the Normal Range, as defined by the institution, are considered normal and require no therapeutic action.

The following messages may appear in addition to the standard test result:

- **CR LO** (below the Critical Range threshold, but within the Reportable Range)
- **CR HI** (above the Critical Range threshold, but within the Reportable Range)
- **RR LO** (below the Reportable Range threshold, but within the System Measurement Range)
- **RR HI** (above the Reportable Range threshold, but within the System Measurement Range)
- **LO** (below the System Measurement Range)
- **HI** (above the System Measurement Range)

For test results that lie outside the critical or reportable range, a message (up to 100 characters in length) can be configured during setup. This message is then displayed with the corresponding test results.

Instructions on how to add comments are provided in the following section.

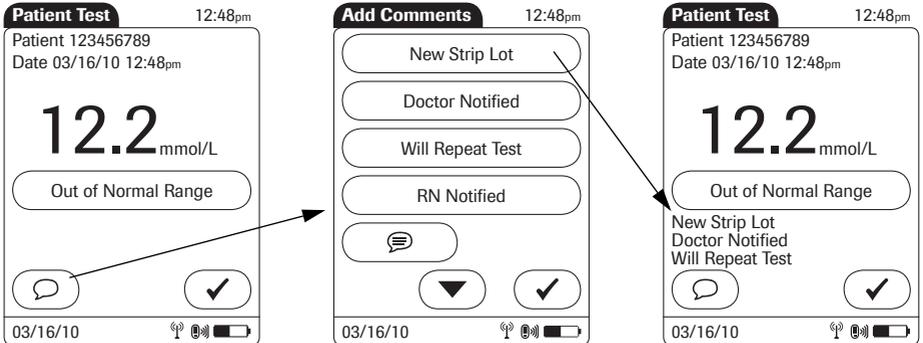
If you do not wish to add a comment to the test result, touch  to return to the *Main Menu*.

Test results are also saved when the meter is powered off in the results screen or when it powers off automatically.

Remove the test strip and dispose of it in accordance with applicable regulations and directives for disposal of potentially infectious samples and materials.

## Adding comments

You can add up to three comments to a test result. Comments can provide, for example, additional information about the test conditions or the patient. The meter can be configured so that comments are mandatory. You can call up the function for adding comments directly in the results screen.



To add comments:

- 1 In the *Patient Test* screen, touch .
- 2 Select the desired predefined comment from the display list (if configured) or
- 3 Touch  to enter your own custom comment. Use the keypad (as with login) to enter your comment.
- 4 Once you have selected the desired comment(s), touch  to return to the results screen.
- 5 Touch  to return to the *Main Menu*.

Test results are also saved when the meter is powered off in the results screen or automatically powers off.

Remove the test strip and dispose of it in accordance with applicable regulations and directives for disposal of potentially infectious samples and materials.



## 4 Glucose Control Testing

### Information regarding glucose control tests

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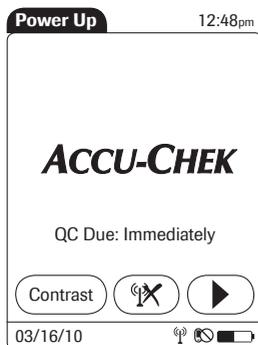
Observe the applicable regulations and directives of the responsible regulatory agencies when performing glucose control tests.

Accurately testing known levels of glucose ensures that the system and your technique used in testing give accurate results on patient tests. Glucose control solutions have defined (known) values. The results for these solutions must first fall within a certain acceptable range in order to allow valid patient testing.

The system may be configured to require in-range glucose control testing before patient testing is allowed. This is called *QC Lockout*, and the system actually prevents patient and proficiency testing when the control results are not within the accepted range.

**Glucose control testing intervals**

Intervals between running glucose control tests are determined by your facility. These intervals are entered when the system is configured. At the end of the specified interval (or after a specific event such as starting to test with a new test strip lot), a warning is displayed when the meter is switched on and when the *Glucose Test* function is selected.



Glucose control tests should be run in the following circumstances:

- Before using the meter for patient testing the first time
- At the glucose control intervals established by your facility
- When using a new test strip vial for the first time
- When using a new test strip lot for the first time (and as a result a new test strip code)
- If a test strip vial was left open
- If questionable test results are displayed repeatedly
- If you wish to test the performance of the system

In addition, the following events can be specified during setup as a reason for a glucose control test:

- If a previous control test is out of range
- If glucose control tests were not run at the proper intervals

If a glucose control test is required (as shown in the illustration on the left), you will not be able to test blood glucose until the controls have been run successfully. For emergencies, STAT tests can be configured in the meter. This option allows the meter to perform a limited number of blood glucose tests, if circumstances require, despite the meter being in QC Lockout (see page 57).

***Information stored during glucose control testing***

The following information is stored for every glucose control test using control solution:

- Glucose control test result
- Lot number of the control solution
- Operator ID (if configured)
- Level of control solution (L1 or L2)
- Lot number of the test strips
- Time and date of test
- Comments (if present)
- Out of range measurements

***Control solutions***

For blood glucose test strips, control solutions have two levels:

- Level 1 (L1): Lo (low values in test results)
- Level 2 (L2): Hi (high values in test results)

***Preparing to run a glucose control test***

Aside from special preparations (see the following section), a glucose control test is run in the same manner as a patient test:

- At least one code file for test strips must be stored in the meter and match the lot number of the test strips used (see Chapter 6).
- The proper test strips must be available.
- An operator ID must be entered (with password, if applicable), if the meter is configured for login.

## Performing glucose control tests

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### ***Overview of test procedure***

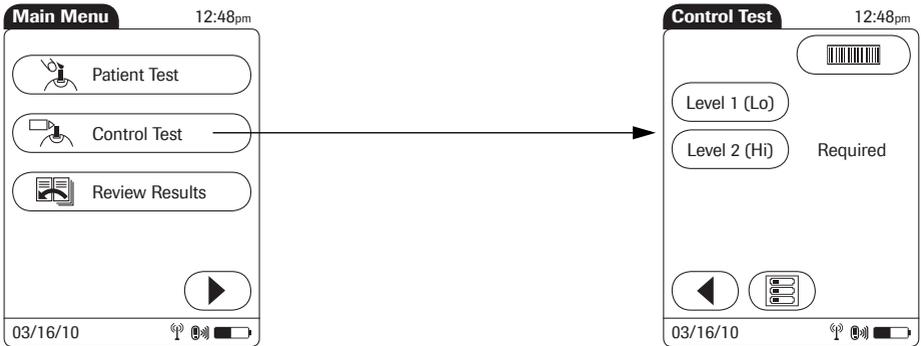
A glucose control test using control solution comprises the following steps:

- Select the desired level of control solution for the test.
- Check the lot number of the control solution.
- Check the lot number of the test strips.
- Perform the test with the control solution.

The result must fall within the specified range (as shown on the label of the test strip vial or defined per configuration) for the control test to be completed successfully. Patient tests can now be performed (again).

**Starting a glucose control test**

After preparing the meter as described, you can proceed to the steps directly related to control testing:

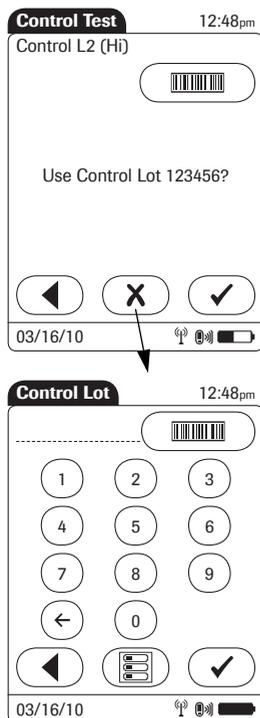


- 1 From the *Main Menu* screen touch *Control Test*.

In the *Control Test* screen, the levels available for the control solution are displayed. To the right of the buttons, the word *Required* identifies the level at which a glucose control test must be run to remove QC Lockout.

- 2 Touch *Level 1 (Lo)* or *Level 2 (Hi)* to select the level for the following test. In the example above, *Level 2 (Hi)* is marked.

### Confirming or selecting the lot number for control solutions



Once you have selected the level, you are asked to confirm or enter the lot number of the control solution. Compare the number displayed by the meter to the number on the label of the control solution.

- 1 Select the lot number as follows:
  - If you want to use the preselected number displayed by the meter, touch  to confirm.
  - If you want to use a different number than the lot number displayed, touch  to open the keypad and enter the number manually, or
  - To read the lot number from the control solution bottle via barcode scanner, touch . Follow the instructions for scanning IDs (see page 31). \*
- 2 Touch  to confirm the selected or scanned lot number.

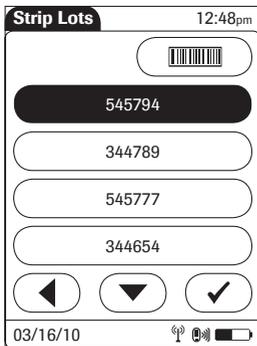
The meter can be configured so that manual confirmation is not necessary. In this setup, only the lot number is displayed. Additional options are not available.

The meter can be configured so that lot numbers are entered via barcode scanner only. \*

For additional information about storing lot numbers for control solutions, see page 67.

\* Barcodes on test strips vials/control solutions may not be available in all countries (see page 39).

### Confirming or selecting the test strip lot



Once you have entered and confirmed the lot number of the control solution, you are asked to choose the lot number for the test strips. Compare the number displayed by the meter to the number on the label of the test strip vial.

- 1 Select the lot number as follows:
  - To read the lot number from the test strip vial via barcode scanner, touch . Follow the instructions for scanning IDs. \*
  - If you want to use the preselected lot number displayed by the meter, touch to confirm.
  - To use a different lot number than the one displayed, touch to display a list of stored lot numbers. Select the desired lot number from the list.
- 2 Touch to confirm the selected or scanned lot number.

The meter can be configured so that manual confirmation is not necessary. In this setup, only the lot number is displayed. Additional options are not available.

The meter can be configured so that lot numbers are entered via barcode scanner only. \*

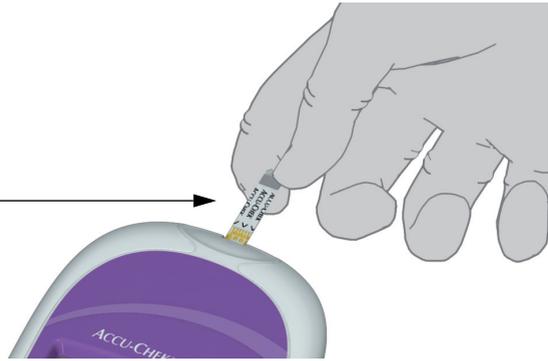
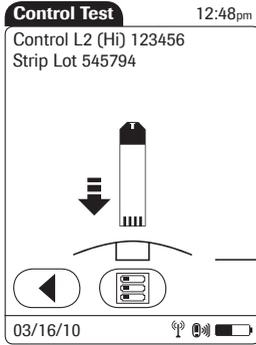
The meter can be configured so that lot numbers can only be selected from a list.

For additional information about storing lot numbers for test strips, see page 61.

\* Barcodes on test strips vials/control solutions may not be available in all countries (see page 39).

### Inserting test strips

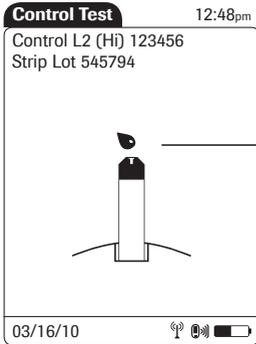
After confirming the test strip lot, you are prompted to insert the test strip.



- 1 Remove the test strip from the test strip vial and close the vial again with the cap.
- 2 Hold the test strip so the lettering "ACCU-CHEK" is facing upward.
- 3 Slide the test strip into the test strip port as far as it goes in the direction indicated by the arrows on the test strip. The meter beeps.

### Applying the control solution

Once the meter has detected the test strip, you are prompted to apply the control solution.



- 1 Wait until the flashing drop appears in the display before applying the control solution.
- 2 Apply a drop of glucose control solution to the **front edge** of the test strip. Do **not** apply the control solution to the top of the strip. The control solution is pulled into the test strip by capillary action.

Once sufficient control solution has been detected, the meter beeps and the measurement begins.

**Results screen**

The hourglass icon indicates the test is running. When the test is completed and the result is ready, the meter beeps again.



Depending on configuration, the result is displayed either as a value or only as a qualitative result *Pass* or *Fail*. Your system may be configured to disallow further testing until all the required glucose control levels are successfully run (QC Lockout).

When the results are displayed as a value, the results screen contains a button that changes its name based on the result (*Range* or *Out of ... Range*). Touch this button to display the minimum and maximum target values for the control levels.

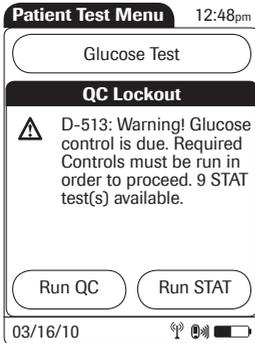
You can add comments to a test result (as with blood glucose tests) (see page 45).

If you do not wish to add a comment to the test result, touch  to continue to the next level of the control test, if necessary, or to return to the main menu.

Test results are also saved when the meter is powered off in the results screen or when it automatically powers off.

Remove the test strip and dispose of it in accordance with applicable regulations and directives.

## Performing a STAT test



The meter can be configured to allow a STAT patient glucose test to be run even if the meter is in QC Lockout or Download Lockout. This option is to be used in situations with critical patients. The system administrator can allow control tests to be delayed one to nine times.

*Run STAT* appears in the *QC Lockout* warning box under the following conditions:

- You are successfully logged in and have selected *Patient Test* from the main menu.
- A glucose control test is required (due to specified control intervals or other conditions).
- The administrator has enabled the STAT test option during setup.
- The number of STAT tests available has not been exceeded.

If these conditions are fulfilled, two buttons appear in the warning message that allow you to choose the next step:

- Touch *Run QC* to run the required control test instead of a patient test.
- Touch *Run STAT* to perform a patient test even if a glucose control test is required. The status as STAT test is stored with the data record for the test.

If the meter is in a *Download Lockout* status, and no STAT test is available, the meter can be unlocked by a system administrator (see page 118).



## 5 Review Results

### Displaying test results from the memory

#### Information stored in data records for test results

When you retrieve the data record for stored test results, the following information is displayed.

- Patient ID, glucose control, or sample ID
- The test result
- The lot numbers of the reagents used for glucose control and linearity tests
- Date and time of the test
- Comments entered at the time the test was performed

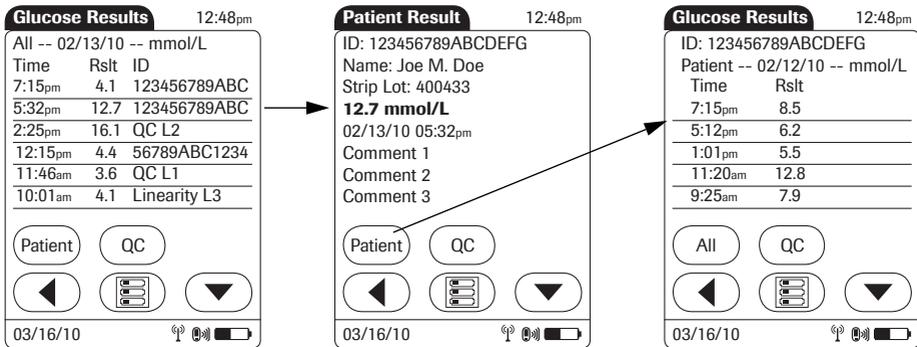
Maintenance results (for documentation of maintenance activities) are stored and displayed with date and time only if comments were added.

#### List of results stored in the memory

To display the results from the memory as a list:



- 1 From the main menu screen touch *Review Results*. All stored test results are displayed in a sequential list.
- 2 Touch ▲ or ▼ to scroll up or down in the list. The results are grouped by date.



- 3 Touch an entry in the list to display the related details.
- 4 Touch *Patient*, if you wish to display results for a specific patient only.
  - If you touch *Patient* from the full list view, you will be asked to enter the patient ID manually (or via barcode scanner). The list now contains only the results for the selected patient.
  - If you touch *Patient* in the *Patient Result* view (middle screen above), the list of test results for this patient will be displayed.
- 5 Touch *QC*, if you wish to display a list of glucose control tests.
- 6 Touch *All* in the *Glucose Results* screen to remove the *Patient* or *QC* selection and display all results.
- 7 Touch  to return to the previous menu screen, or
- 8 Touch  to return to the main menu.

## 6 Storing Test Strip, Control Solution, and Linearity Solution Information in the Meter

### Storing information about test strips

---

Each box of test strips contains a code key.<sup>1</sup> Each code key belongs to a single lot number and provides important information about the lot-specific properties of the test strip. The properties of the test strips are downloaded (as a code file) from the code key using the code key reader and sent to the meter. The code file is stored in the meter.

This procedure also allows the code key information to be stored centrally in the data management system, from where it can be sent to all the meters used in your facility.

Make sure with each test that the code stored (and selected by you) matches the code of the test strips in use.

Aside from the unchangeable data directly linked to the lot-specific properties, some of the information from the code key can be modified (depending on your meter setup). This information includes:

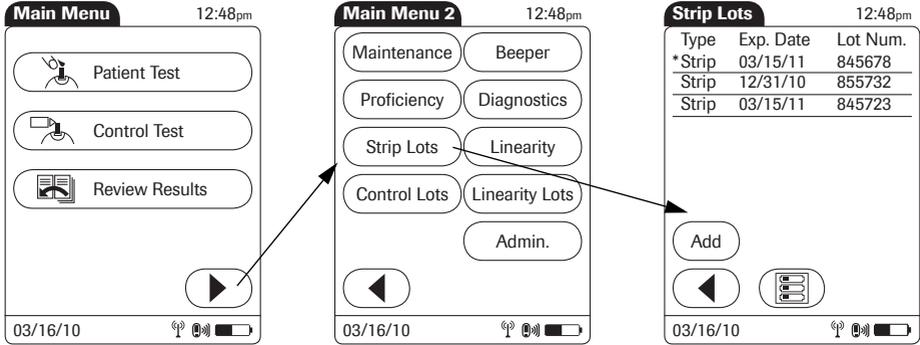
- Expiration date (can be set to a date **before** the date stored in the key)
- Parameters for control solutions (minimum and maximum values for levels L1/Lo and L2/Hi)

---

1. The *code key* is also frequently referred to as a *code chip*. The terms are synonymous.

**Transferring code key information to the meter**

The following description assumes that the meter is powered on and the main menu is displayed.



- 1 Touch to open the *Main Menu 2* screen.
- 2 Touch *Strip Lots* to open the related menu.
- 3 Touch *Add* if you want to add the information for a new test strip lot from a new code key. The *Add Strip Lot* screen opens.
- 4 Insert the new code key in the opening of the code key reader. An LED starts flashing and signals that the reader is ready to transfer data.



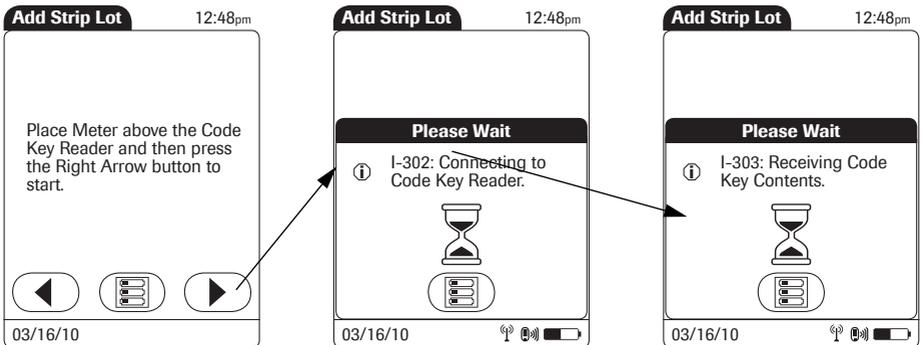
The code key reader remains ready to send for a few seconds after it has transmitted data. As a result, you can perform the following procedure on multiple meters without having to reinsert the code key.

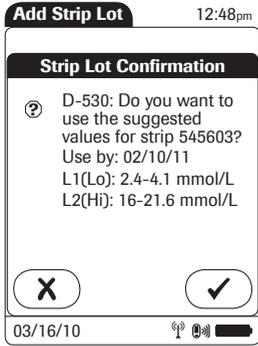


- 5 Place the code key reader on a level surface such as a bench. Hold the meter 10-15 cm (4-6 in) above the code key reader so that a connection can be made between the two infrared windows.
- 6 Touch  to begin downloading data.

- The code file is ready for transmission as long as the LED on the code key reader is flashing, even if the code key is removed.
  - After the LED stops flashing, remove the code key and insert a new code key for download, if required.
  - If you get an error message that the download was not successful, re-insert the same code key and try again.
- Do not exchange code keys while the code key reader is still flashing. If the code key reader is still flashing, it will continue to transmit the previously loaded code file and ignore the code file on the newly inserted code key. You may get an error message on the meter.

Once the connection is made, the meter provides you with status information on the download.



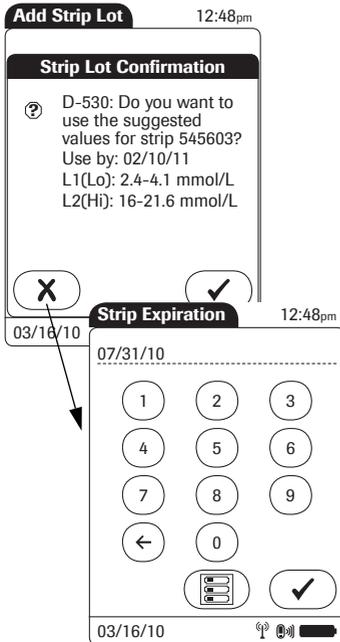


Information about the expiration date and parameters for control solutions is subsequently displayed.

- 1 Touch  to store the data for this lot number in the meter without changes, or
- 2 Touch  to modify the data for this lot number before storing it in the meter.

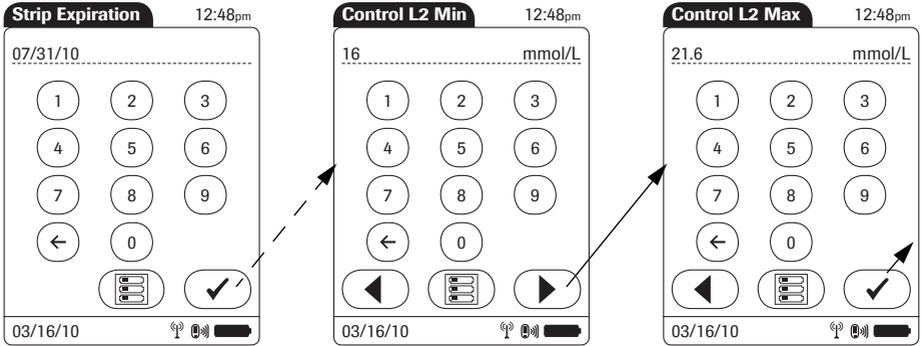
**Editing test strip data**

As mentioned at the beginning of this chapter, you can edit several parameters for test strips, the expiration date and the value ranges for control solutions.

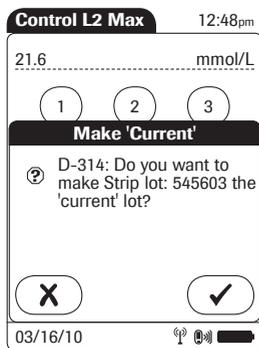


- 3 Use the keypad to enter the desired expiration date (use two digits and leading zero, if necessary). It is **not** possible to enter a date beyond the expiration date stored in the key.
- 4 Touch  to accept the modified date and continue to the value ranges.

The parameters for control solutions consist of four separate values.



- 5 Use the keypad to enter the desired values one after another:
  - Minimum limit value for Level 1
  - Maximum limit value for Level 1
  - Minimum limit value for Level 2
  - Maximum limit value for Level 2
- 6 Touch  to confirm each separate entry and continue to the next entry.



Once you have finished updating the test strip information, you can use the next screen to select the lot number you are currently editing as the current lot number.

The current lot number is provided automatically for use with subsequent tests.

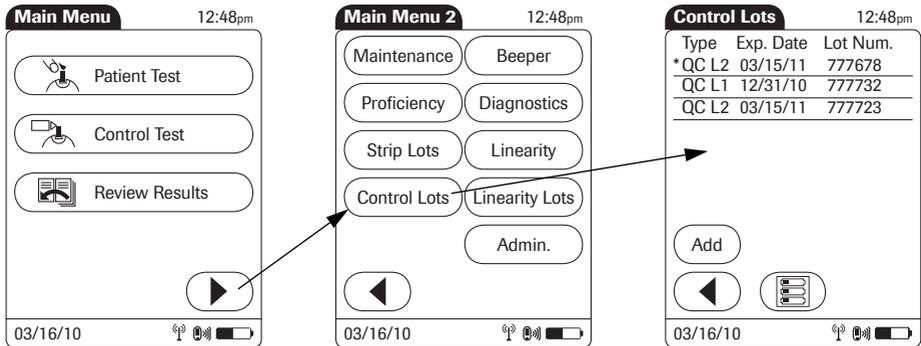
- 7 Touch  to confirm that you want this lot number to be the lot number currently in use, or
- 8 Touch  to store the entries without making the lot number the current lot number.
- 9 Continue entering additional lot numbers, or
- 10 Touch  to return to the main menu.

## Storing control solution information

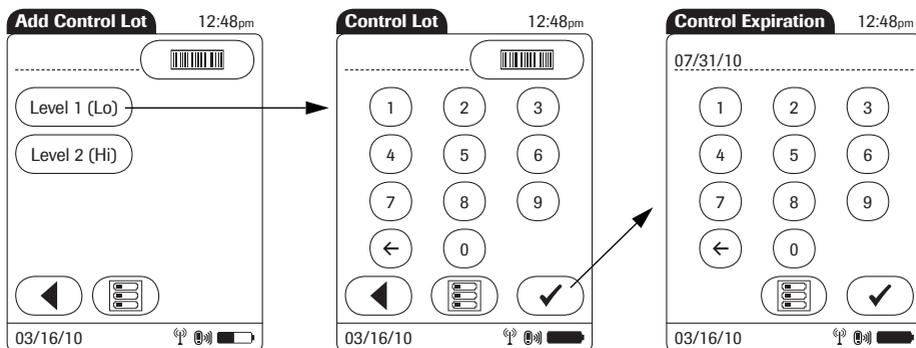
Glucose control solution lot information can be entered before testing, if lot editing has been allowed at the meter level in the setup, and appears in a list for operators to refer to. Use the following procedure to add glucose control lot numbers to the Control Lot list.

### Entering the lot number of the control solution

The following description assumes that the meter is powered on and the main menu is displayed.

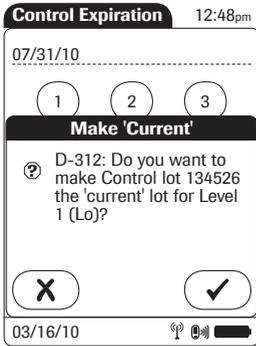


- 1 Touch  to open the *Main Menu 2* screen.
- 2 Touch *Control Lots* to open the related menu.
- 3 Touch *Add* to enter a new lot number.



- 4 Select the level (L1/Lo or L2/Hi).
- 5 Use the keypad to enter the lot number. Touch  to confirm the entered lot number, or
- 6 Touch  to read the lot number from the control solution bottle via barcode scanner. Follow the instructions for scanning IDs (see page 31). \*
- 7 Use the key pad to enter the expiration date as stated on the control solution bottle.
- 8 Touch  to confirm the entered expiration date.

\* Barcodes on test strips vials/control solutions may not be available in all countries (see page 39).



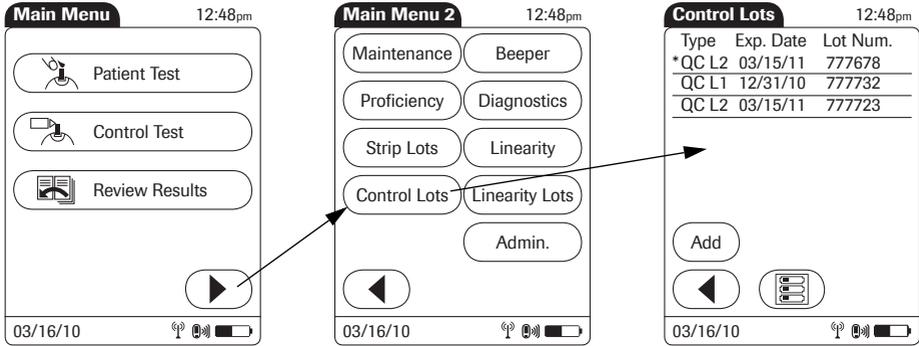
Once you have finished updating the control solution information, you can use the next screen to select the lot number you are currently editing as the current lot number.

The current lot number is provided automatically for use with subsequent tests.

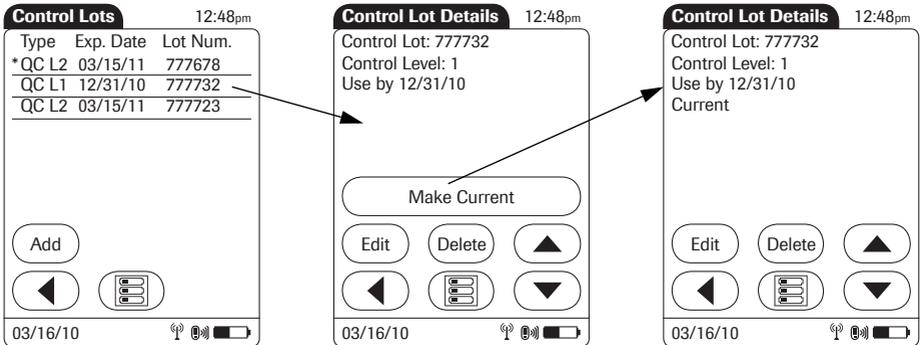
- 9 Touch  to confirm that you want this lot number to be the lot number currently in use, or
- 10 Touch  to store the entries without making the lot number the current lot number.
- 11 Continue entering additional lot numbers, or
- 12 Touch  to return to the main menu.

**Selecting a stored lot number as the current lot number**

You can select any stored lot number as the current lot number.



- 1 Touch  in the main menu to open the *Main Menu 2* screen.
- 2 Touch *Control Lots* to open the related menu. The current lot number is indicated by an asterisk (\*).



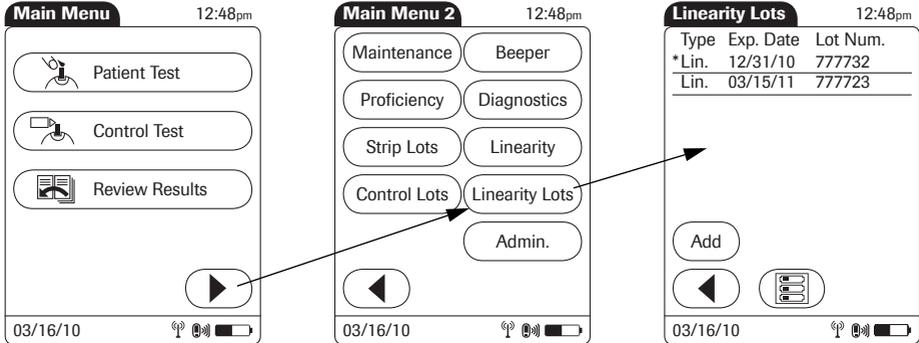
- 3 Touch the lot number you wish to select as the current lot number. This opens the related detail view.
- 4 Touch *Make Current* to make the lot number the current lot number. The information *Current* is then also displayed in the detail view.
- 5 Touch ◀ to return to the list of lot numbers, or
- 6 Touch ☰ to return to the main menu.

## Storing linearity test information

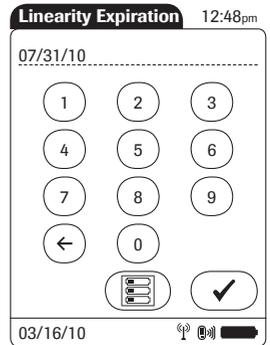
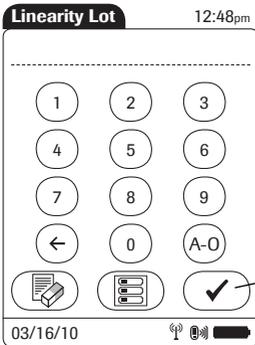
Observe the applicable regulations and directives of the responsible regulatory agencies when performing linearity tests.

### Entering the lot number of the linearity test

The following description assumes that the meter is powered on and the main menu is displayed.

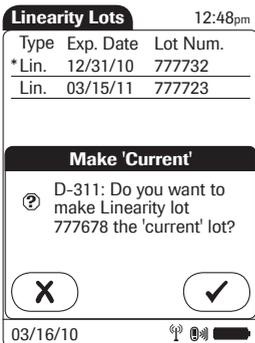


- 1 Touch  to open the *Main Menu 2* screen.
- 2 Touch *Linearity Lots* to open the related menu.
- 3 Touch *Add* to enter a new lot number.



- 4 Use the keypad to enter the lot number.
- 5 Touch  to confirm the entered lot number.
- 6 Enter the expiration date (use two digits and leading zero, if necessary) and touch  to confirm the expiration date you have entered.

Once you have finished updating the linearity test information, you can use the next screen to select the lot number you are currently editing as the current lot number.

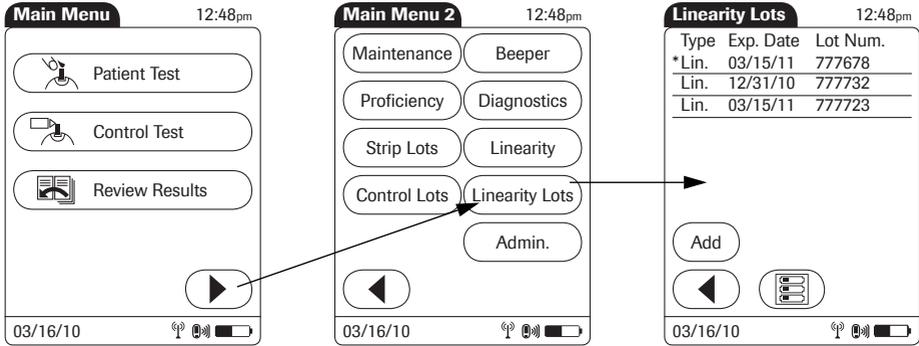


The current lot number is provided automatically for use with subsequent tests.

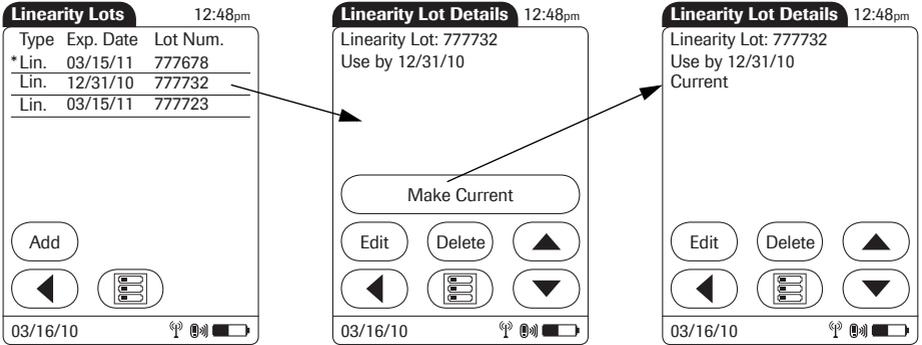
- 7 Touch  to confirm that you want this lot number to be the lot number currently in use, or
- 8 Touch  to store the entries without making the lot number the current lot number.
- 9 Continue entering additional lot numbers, or
- 10 Touch  to return to the main menu.

**Selecting a stored lot number as the current lot number**

You can select any stored lot number as the current lot number.



- 1 Touch  in the main menu to open the *Main Menu 2* screen.
- 2 Touch *Linearity Lots* to open the related menu. The current lot number is indicated by an asterisk (\*).



- 3 Touch the lot number you wish to select as the current lot number. This opens the related detail view.
- 4 Touch *Make Current* to make this lot number the current lot number. The *Current* information is then also displayed in the detail view.
- 5 Touch ◀ to return to the list of lot numbers, or
- 6 Touch ☰ to return to the main menu.



## 7 Linearity Testing

### Information regarding linearity tests

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Observe the applicable regulations and directives of the responsible regulatory agencies when performing linearity tests. For information about sources for products required during linearity testing, contact your local Roche representative.

Linearity tests can help you to check the function and accuracy of the entire system over the full range of specified values. Linearity samples should be treated in exactly the same manner as previously described for control solutions used in glucose control testing.

The term “Linearity” describes the ability of the system to maintain a constant accuracy over the full range of specified values. If test results were plotted against reference values as a curve over the full range of these values, the ideal (high linearity) would be a straight line. Linearity is the range of values from the lowest to the highest for which an instrument is proven capable of giving accurate results.

#### ***Linearity testing intervals***

The linearity of the system should be checked before it is used the first time for patient testing. The intervals for subsequent linearity tests are determined by the facility that operates the system. Linearity testing can also be run when you want to check the overall performance of the system.

***Information stored during linearity testing***

The following information is stored for every linearity test:

- Test result
- Lot number of the linearity solution
- Level of linearity solution (L1 to L6)
- Operator ID (if configured)
- Lot number of the test strips
- Time and date of test
- Comments (if present)

***Linearity test kit***

The linearity test kit contains glucose solutions in six levels (6 vials, 2.5 mL each). For additional information about the contents and handling of the kit, refer to the package insert.

***Preparing to run a linearity test***

Aside from special preparations (see the following section), a linearity test is run the same as a patient test. Please check the following:

- At least one code file for test strips must be stored in the meter and match the lot number of the test strips used (see Chapter 6).
- The proper test strips must be available.
- An operator ID must be entered (with password, if applicable), if the meter is configured for login.

## Performing a linearity test

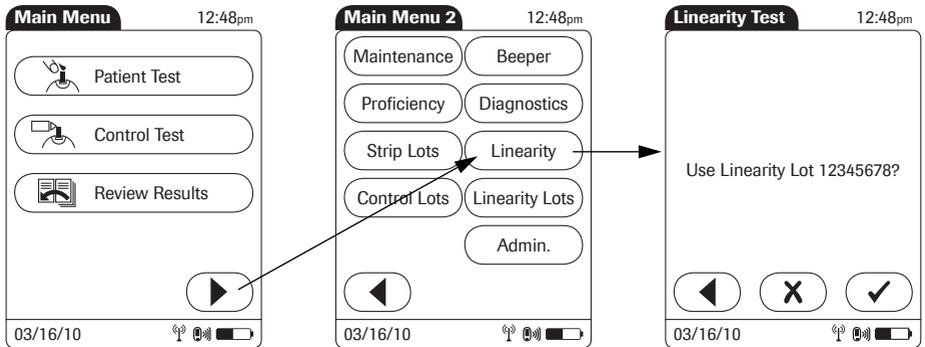
### Overview of test procedure

A linearity test comprises the following steps:

- Check the lot number of the linearity solutions.
- Check the lot number of the test strips.
- Perform the test with a minimum of three linearity solutions.

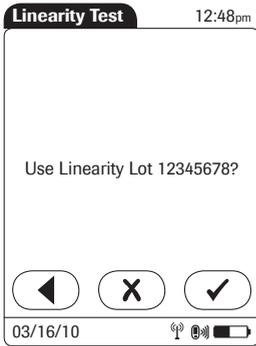
### Starting a linearity test

The following description assumes that the meter is powered on and the main menu is displayed.



- 1 Touch  in the *Main Menu* to open the *Main Menu 2* screen.
- 2 Touch *Linearity* to start the linearity test. The *Linearity Test* screen opens.

**Confirming or selecting the lot number for linearity test kits**



You are now prompted to confirm or enter the lot number of the linearity test kit. Compare the number displayed by the meter to the number on the label of the linearity test kit.

- 3 If you want to use the preselected number displayed by the meter, touch  to confirm.

To use a different number than the lot number displayed, touch  to open the keypad and enter the number manually (see page 72).

**Confirming or selecting the test strip lot**

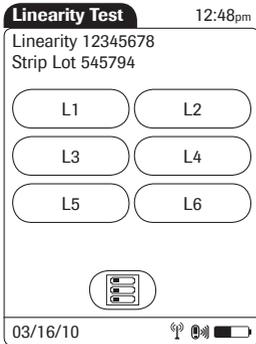


Once you have entered and confirmed the lot number of the linearity test kit, you are asked to choose the lot number of the test strips. Compare the number displayed by the meter to the number on the label of the test strip vial.

- 4 If you want to use the preselected number displayed by the meter, touch  to confirm.

To use a different number than the lot number displayed, touch  to select the number from a list, enter the number manually via keypad, or use the barcode scanner to enter the lot number (see page 61). \*

\* Barcodes on test strips vials/control solutions may not be available in all countries (see page 39).

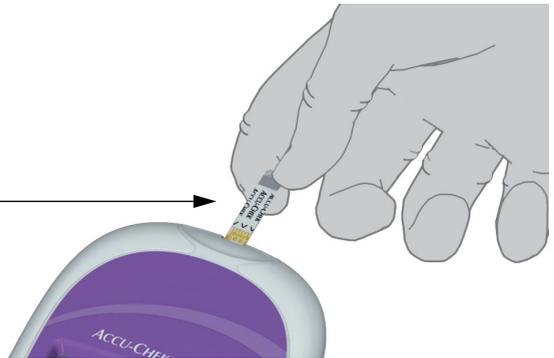
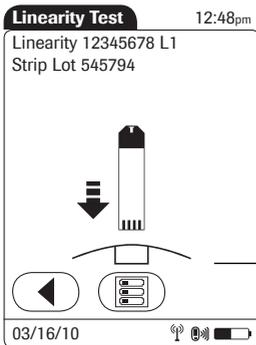


In the *Linearity Test* menu, the levels available for the linearity test are displayed.

- 5 Touch *L1* to start the subsequent test with this (first) level.

### Inserting test strips

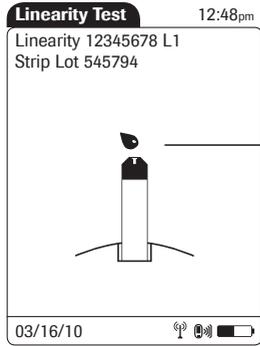
After selecting the level, you are prompted to insert the test strip.



- 1 Remove the test strip from the test strip vial and close the vial again with the cap.
- 2 Hold the test strip so the lettering "ACCU-CHEK" is facing upward.
- 3 Slide the test strip into the test strip port as far as it will go in the direction indicated by the arrows on the test strip. The meter beeps.

**Applying a linearity test sample**

Once the meter has detected the test strip, you will be prompted to apply the linearity solution.

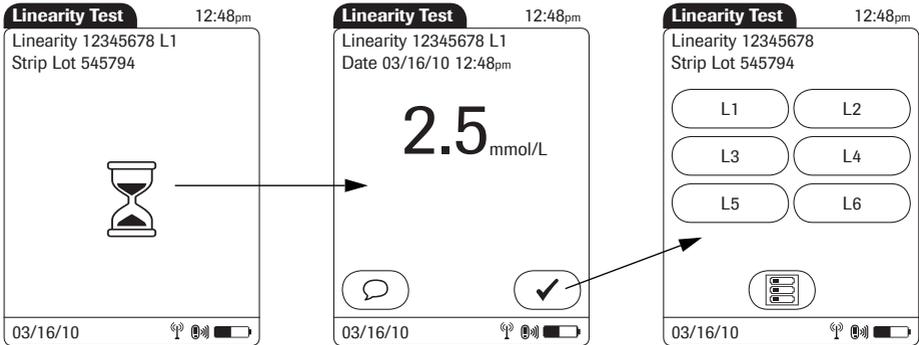


- 1 Wait until the flashing drop appears in the display before applying the solution.
- 2 Apply a drop of the linearity solution to the **front edge** of the test strip. Do **not** apply the solution to the top of the strip.  
The linearity solution is pulled into the test strip area by capillary action.

Once sufficient linearity solution has been detected, the meter beeps and the measurement begins.

**Results screen**

The hourglass icon indicates the test is running. When the test is completed and the result is ready, the meter beeps again.



You can add comments to a test result (as with blood glucose tests, see page 45).

If you do not wish to add a comment to the test result, touch  to continue to the next level of the linearity test.

Remove the test strip and dispose of it in accordance with applicable regulations and directives. Repeat the above steps for all levels of the linearity test.

Test results are also saved when the meter is powered off in the results screen or when it automatically powers off.



## 8 Proficiency Testing

### Information regarding proficiency tests

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Observe the applicable regulations and directives of the responsible regulatory agencies when performing proficiency tests.

Blood glucose proficiency tests are run on samples whose values are unknown to the operator performing the test. These samples are provided by an outside source, and the results should be forwarded to the appropriate source after completing the test. The supplied samples are treated in the same manner as regular patient samples.

Blood glucose proficiency testing provides another means to verify that your technique, reagents, system, and testing performance are as they should be. Some regulatory agencies require that these proficiency samples be tested as part of an institution's quality assurance program before certification of the institution is allowed.

***Information stored during proficiency testing***

The following information is stored for every proficiency test:

- Test result
- Sample ID
- Lot number of the test strips
- Time and date of test
- Comments (if applicable)
- Operator ID (if configured)

For blood glucose proficiency tests, the sample ID (instead of patient ID) must be stored as identification. Sample IDs with up to 20 characters can be entered.

***Preparing a proficiency test***

To perform a proficiency test you need the following:

- At least one code file for test strips must be stored in the meter and match the lot number of the test strips used (see Chapter 6).
- The proper test strips must be available.
- An operator ID must be entered (with password, if applicable), if the meter is configured for login.

## Performing a proficiency test

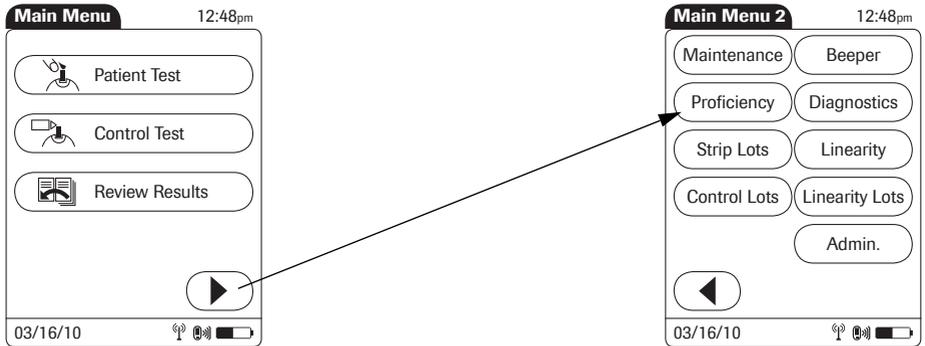
### Overview of test procedure

A proficiency test comprises the following steps:

- Enter a sample ID for the proficiency sample.
- Check the lot number of the test strips.
- Perform the actual test with the proficiency sample.

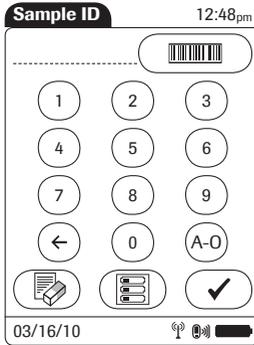
### Starting a proficiency test

The following description assumes that the meter is powered on and the main menu is displayed.



- 1 Touch  in the *Main Menu* to open the *Main Menu 2* screen.
- 2 Touch *Proficiency* to start the proficiency test.

### Entering the proficiency sample ID



You will now be asked to enter the sample ID.

- 1 Use the keypad to enter the sample ID, or
- 2 Touch  to read the sample ID from the sample vial via barcode scanner (see page 31). Make sure in this case that the proficiency sample has a compatible barcode (see Appendix A).
- 3 Touch  to confirm the selected or scanned sample ID.

### Confirming or selecting the test strip lot



Once you have entered and confirmed the sample ID, you will be asked to choose the test strip lot number. Compare the number displayed by the meter to the number on the label of the test strip vial.

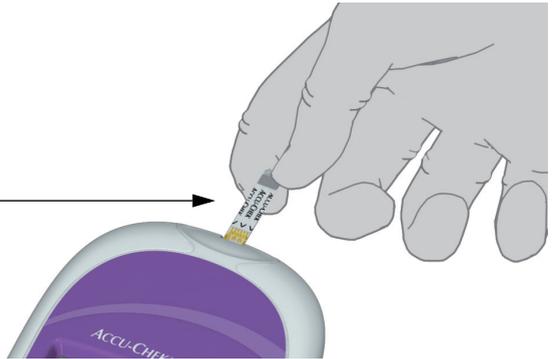
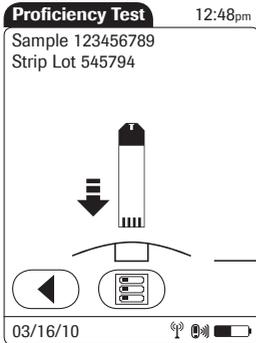
- 4 If you want to use the preselected number displayed by the meter, touch  to confirm.

To use a different number than the lot number displayed, touch  to select the number from a list, enter the number manually via keypad, or use the barcode scanner to enter the lot number (see page 61). \*

\* Barcodes on test strips vials/control solutions may not be available in all countries (see page 39).

## Inserting test strips

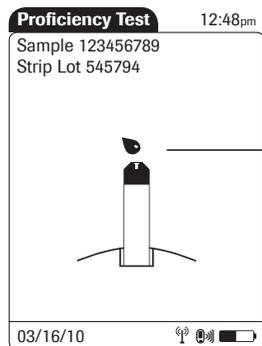
After confirming the test strip lot, you will be prompted to insert the test strip.



- 1 Remove the test strip from the test strip vial and close the vial again with the cap.
- 2 Hold the test strip so the lettering "ACCU-CHEK" is facing upward.
- 3 Slide the test strip into the test strip port as far as it will go in the direction indicated by the arrows on the test strip. The meter beeps.

**Applying a proficiency sample**

Once the meter has detected the test strip, you are prompted to apply the proficiency sample.



- 1 Wait until the flashing drop appears in the display before applying the sample.
- 2 Apply a drop of sample to the **front edge** of the test strip. Do **not** apply the sample to the top of the strip. The sample is pulled into the test strip area by capillary action.

Once sufficient sample has been detected, the meter beeps and the measurement begins.

**Results screen**

The hourglass icon indicates the test is running. When the test is completed and the result is ready, the meter beeps again.



The result is displayed as a numerical value, unless it falls outside the system measurement range. In this case, the message *Hi* or *Lo* is displayed.

You can add comments to a test result (as with blood glucose tests) (see page 45).

If you do not wish to add a comment to the test results, touch  to complete the test and store the result.

Test results are also saved when the meter is powered off in the results screen or when it automatically powers off.

Remove the test strip and dispose of it in accordance with applicable regulations and directives for disposal of potentially infectious samples and materials.



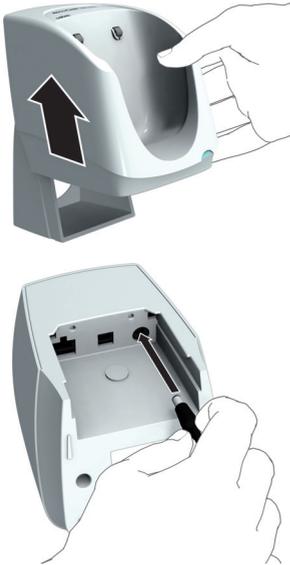
## 9 Initial Startup

### Connecting the base unit

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#### NOTICE

To ensure continuous safe and reliable operation, use only the power supply unit provided for the Accu-Chek Inform II system (for ordering information see page 139).



- 1 Slide the base unit upward and remove it from the wall mount (if in use).
- 2 Connect the power cord to the proper outlet.
- 3 **If you want to connect the Accu-Chek Inform II Base Unit in a wired environment:** Connect the ethernet (RJ45) cable or the USB cable to the respective outlet. Use only the USB cable provided with the Accu-Chek Inform II system.
- 4 Slide the base unit back onto the wall mount (if in use).

For details on configuring the Accu-Chek Inform II Base Unit, consult your Roche representative.

## Installing or replacing the battery pack

---

When shipped, the battery pack is not installed in the Accu-Chek Inform II meter.

After installing a new battery pack, the meter should be charged for three hours in the base unit before testing.

Whenever the meter is in the base unit, the  icon is displayed. This icon shows that power is available and the meter can charge, if necessary.

Make sure that the allowable temperature range for charging the battery pack (3-40 °C or 37-104 °F) is maintained during installation and initial setup.

When installing a new battery pack in a meter that has been in use, we recommend downloading the meter prior to removing the battery pack. This prevents any inadvertent loss of data.

**Removing the battery pack**

- 1 If a battery pack is already installed, make sure that the meter is switched off.
- 2 Place the meter face down on a level surface.
- 3 Using a Torx screwdriver size T5, remove the two screws holding the battery pack in place.
- 4 Carefully remove the battery pack from the meter. The battery pack is still connected to the meter by the plug.
- 5 Remove the plug connector.

Dispose of used battery packs in an environmentally responsible manner in accordance with applicable local regulations and directives.

**Installing the battery pack**

- 1 Loosen the screws on the battery pack until they are protruding about 4-5 mm (2/10 in).



- 2 Position the battery pack alongside the meter so that the plug connector is level with the socket inside the meter.

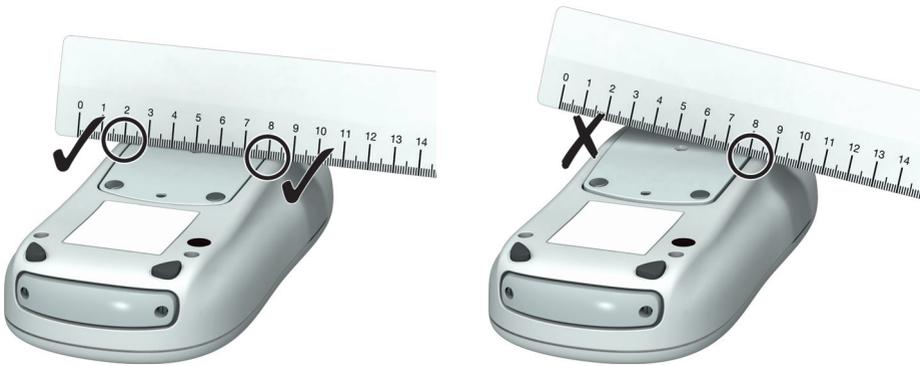


- 3 Plug the connector plug into the socket.
- 4 If necessary, use a suitable tool (such as the Torx screwdriver) to push the plug completely into the socket.

- 5 Place the tapering end of the battery pack on the small ledge of the opening and push down like a lid to close (as shown in the illustration below). Make sure that the plug connector wires slide into the groove provided for them on the battery pack. Gently pushing down the “lid” as described here helps to align the wires properly so that they do not get pinched or bent.



- 6 The battery pack should now fit neatly inside the meter. If this is not the case, check whether the screws have been loosened enough or if the wires are caught between the sides of the battery pack and the meter.
- 7 Tighten both screws until snug (do not overtighten). Until then, the cover will have some play due to the inner gasket and the o-rings around the screws. After you have tightened the screws, the cover should be flush with the sides of the meter.



- 8 Place a ruler across the back of the meter to check that the battery pack is properly positioned. The ruler should lie completely flat, touching both sides of the meter on the left and right of the battery pack (see left image above). If this is not the case (as shown in the right image above), carefully loosen the screws again and start over with step 1.

After inserting a new battery pack, the meter powers on automatically.



- The Roche logo is displayed. If the meter does not power on automatically, perform a reset. To do this, press the reset button in the middle of the battery pack using a tool such as a screwdriver or a paper clip.
- Within a short period of time, the start screen should appear.
- Depending on how long the meter was without power, a time/date verification message may appear. If the time and date is correct, press . If it is not correct, press  and update the information accordingly. Follow the prompts on screen or contact the system administrator.

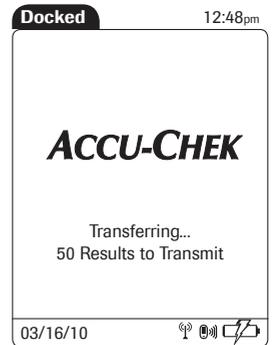
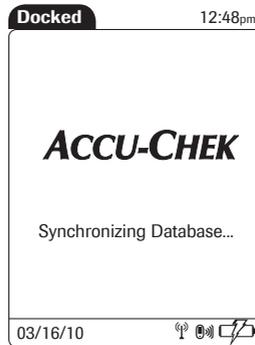
After installing a new battery pack, the meter should be charged for three hours in the base unit before testing.

## Docking the meter

Docking the meter in the base unit allows you to charge the battery. When docked, the meter shows different messages according to the current meter status.

The following displays are visible while the meter connects to the data management system and transfers stored data:

Note: The following displays appear on the meter when it is **docked** in an Accu-Chek Inform II Base Unit or an Accu-Chek Inform II Base Unit Light **and communicating**. The same displays appear whether the meter is transferring data via base unit or via RF card (wireless connection).





This display is visible when no communication takes place.



This display is visible when software updates are transferred to the meter.

**Note:**

- If the meter transfers data wirelessly immediately after a test, this communication is not visible on the display. The display remains unchanged (usually in the *Main Menu* view after a test).
- If a meter is in standby (but not docked) and communicating wirelessly, this communication is not visible on the display. The display remains blank.

## Initial setup on the meter

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There are two ways to customize the setup of the meter: directly on the meter (see the following menu overview) or via the data management system (see Appendix A). The two methods differ according to the range of options available.

If the meter is configured by a system administrator using a data management system, the configuration options on the meter may be disabled to avoid conflicts in the settings. These options then appear grayed out on the display.

The meter is delivered with preconfigured default settings. The following settings can be configured on the meter:

- Date and time format
- Date and time editing enabled
- Units
- Test types
- Lot information editing enabled
- Methods for verifying lot information
- Enable barcode scanner
- Normal, critical, and reportable ranges
- Operator ID options
- Patient ID options
- Settings for glucose controls and QC Lockout
- Beeper

**Menu overview**

The following tables contain a brief overview of the menu structure. The menus can be used to operate the meter fully and enter the most important basic settings.

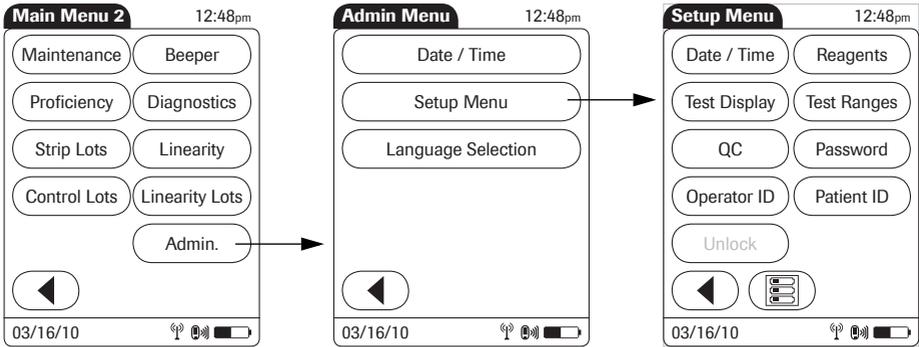
<b>Main Menu</b>	
<b>Patient Test</b>	<ul style="list-style-type: none"><li>- Enter Patient ID</li><li>- Verify Strip Lot</li><li>- Insert Test Strip</li><li>- Apply Sample</li><li>- View Test Results</li><li>- Add Comments</li></ul>
<b>Control Test</b>	<ul style="list-style-type: none"><li>- Select Level</li><li>- Verify Control Lot</li><li>- Verify Strip Lot</li><li>- Insert Test Strip</li><li>- Apply Control Solution</li><li>- View Test Results</li><li>- Add Comments</li></ul>
<b>Review Result</b>	<ul style="list-style-type: none"><li>- View All Test Results</li></ul>

<b>Main Menu 2</b>	
<b>Maintenance</b>	<ul style="list-style-type: none"> <li>- Add Comment</li> <li>- Maintenance Result</li> </ul>
<b>Proficiency</b>	<ul style="list-style-type: none"> <li>- Enter Sample ID</li> <li>- Verify Strip Lot</li> <li>- Insert Test Strip</li> <li>- Apply Sample</li> <li>- View Test Results</li> <li>- Add Comments</li> </ul>
<b>Strip Lots</b>	<ul style="list-style-type: none"> <li>- View Lot List</li> <li>- Add Lot</li> <li>- Enter Expiration Date</li> <li>- Set Control Ranges</li> <li>- View Lot Details</li> <li>- Make Lot Current</li> <li>- Edit/Delete Lot</li> </ul>
<b>Control Lots</b>	<ul style="list-style-type: none"> <li>- View Lot List</li> <li>- Select Control Level</li> <li>- Add Lot</li> <li>- Enter Expiration Date</li> <li>- Make Lot Current</li> <li>- Edit/Delete Lot</li> </ul>
<b>Linearity Lots</b>	<ul style="list-style-type: none"> <li>- View Lot List</li> <li>- Add Lot</li> <li>- Enter Expiration Date</li> <li>- Make Lot Current</li> <li>- Edit/Delete Lot</li> </ul>
<b>Linearity</b>	<ul style="list-style-type: none"> <li>- Verify Linearity Lot</li> <li>- Verify Strip Lot</li> <li>- Select Linearity Level</li> <li>- Insert Test Strip</li> <li>- Apply Linearity Solution</li> <li>- View Test Results</li> <li>- Add Comments</li> </ul>
<b>Beeper</b>	<ul style="list-style-type: none"> <li>- Set Beeper Volume</li> </ul>
<b>Diagnostics</b>	<ul style="list-style-type: none"> <li>- List Software Versions</li> <li>- Test Barcode Scanner</li> <li>- Meter Events Log</li> </ul>

<b>Admin Menu</b>		
<b>Admin</b>		<ul style="list-style-type: none"> <li>- Language</li> <li>- Date/Time</li> <li>- Setup</li> </ul>
<b>Language</b>		<ul style="list-style-type: none"> <li>- German</li> <li>- French</li> <li>- Spanish</li> <li>- Italian</li> <li>- Dutch</li> <li>- Swedish</li> <li>- English</li> <li>- Danish</li> <li>- Portuguese</li> </ul>
<b>Date/Time</b>		<ul style="list-style-type: none"> <li>- Enter Current Date</li> <li>- Enter Current Time</li> </ul>
<b>Setup Menu</b>		
	<b>Date/Time Options</b>	<ul style="list-style-type: none"> <li>- Date/Time Editing</li> <li>- Time Format</li> <li>- Date Format</li> </ul>
	<b>Test Display Options</b>	<ul style="list-style-type: none"> <li>- Result Unit</li> <li>- Enable Tests</li> </ul>
	<b>STAT Test Allowed (if enabled)</b>	<ul style="list-style-type: none"> <li>- Number of STAT Tests</li> </ul>
	<b>Reagent Options</b>	<ul style="list-style-type: none"> <li>- Reagent Editing</li> <li>- Lot Verification Mode</li> </ul>
	<b>QC Frequency</b>	<ul style="list-style-type: none"> <li>- Control Frequency</li> </ul>
	<b>Test Ranges</b>	<ul style="list-style-type: none"> <li>- Normal</li> <li>- Critical</li> <li>- Reportable</li> </ul>
	<b>Operator ID Entry</b>	<ul style="list-style-type: none"> <li>- Operator Entry</li> <li>- Operator Validation</li> <li>- Barcode</li> </ul>
	<b>Patient ID Entry</b>	<ul style="list-style-type: none"> <li>- Patient Entry</li> <li>- Patient Validation</li> <li>- Barcode</li> </ul>
	<b>Setup Password</b>	<ul style="list-style-type: none"> <li>- Change Setup Password</li> </ul>
Touch <input checked="" type="checkbox"/> to confirm and save any changes to the settings.		

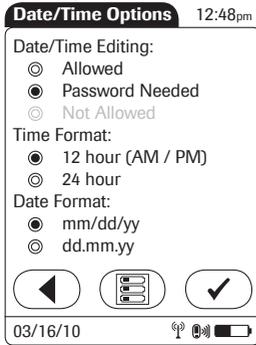
## Opening the Setup Menu

All settings described here are configured via the *Setup Menu*. To open the *Setup Menu*, proceed as follows:



- 1 Touch  in the *Main Menu* to open the *Main Menu 2* screen.
- 2 Touch *Admin.* to open the *Admin Menu*.
- 3 Touch *Setup Menu* to open the *Setup Menu*.
- 4 Enter the *Setup* password if requested.

## Date and time format



Use this menu to select the date and time format for the display. You can also choose whether the operator is allowed to edit date and time (optionally with password required).

1 Touch the desired option to enable it:

### ■ Date/Time Editing

- *Allowed*: Enables the operator to edit the date and time
- *Password Needed*: Enables the operator to edit the date and time only after entering a password

### ■ Time Format

- *12 hour (AM/PM)*
- *24 hour*

### ■ Date Format

- *mm/dd/yy*: The date is displayed in two-digit month/day/year format
- *dd.mm.yy*: The date is displayed in two-digit day/month/year format

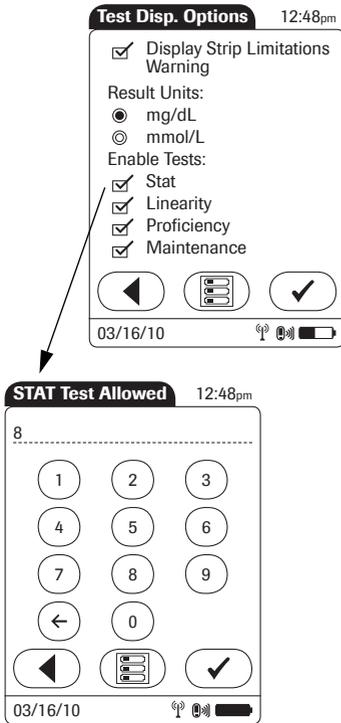
2 Touch  to save the settings, or

3 Touch  to exit this menu without saving any changes.

The display returns in both cases to the *Setup Menu*.

When using a data management system for configuration, it is possible to fully disable the *Date/Time Editing* option.

## Display options and optional tests



Use this menu to select the unit of measure for test results and enable or disable optional tests.

1 Touch the desired option to enable it:

### ■ Result Units

- *mg/dL*
- *mmol/L*

### ■ Enable Tests

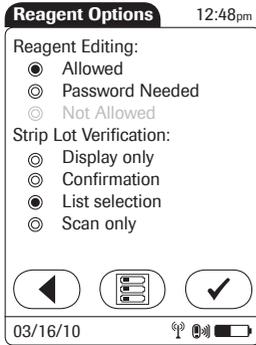
- *STAT*: STAT tests may be performed. When this option is enabled, you must enter the number of STAT tests allowed (after confirming the settings).
- *Linearity* is displayed in the *Main Menu 2* screen
- *Proficiency* is displayed in the *Main Menu 2* screen
- *Maintenance* is displayed in the *Main Menu 2* screen

2 Touch  to save the settings. If the *STAT* option is enabled, enter the number of STAT tests allowed. Or:

3 Touch  to exit this menu without saving any changes.

The display returns in both cases to the *Setup Menu* (after entering the number of STAT tests allowed).

## Options for test strips



This menu allows you to select options for handling lot numbers and specify whether the operator is allowed to edit the expiration date and limit values on the meter (optionally with password required).

1 Touch the desired option to enable it:

### ■ Reagent Editing

- *Allowed*: Enables the operator to edit the expiration date and limit values
- *Password Needed*: Enables the operator to edit the expiration date and limit values only after entering a password

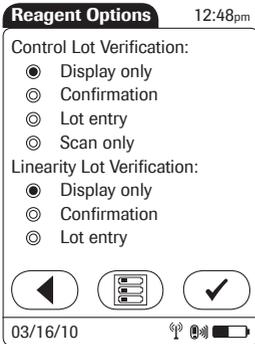
### ■ Strip Lot Verification

- *Display only*: The lot number is shown on-screen but the operator cannot confirm it or select a different lot number.
- *Confirmation*: The operator must confirm the lot number displayed and can enter alternative lot numbers manually or via barcode scanner.
- *List selection*: The operator can also select from a list of stored lot numbers.
- *Scan only*: Lot numbers can be verified via barcode scanner only.

2 Touch  to change to the second screen of options, or

3 Touch  to exit this menu without saving any changes.

When using a data management system for configuration, it is possible to fully disable the *Reagent Editing* option.



On the second settings screen, you can select options for handling lot numbers with glucose control and linearity tests.

1 Touch the desired option to enable it:

■ **Control Lot Verification**

- *Display only*: The lot number is shown on-screen but the operator cannot confirm it or select a different lot number.
- *Confirmation*: The operator must confirm the lot number displayed and can enter alternative lot numbers manually or via barcode scanner.
- *Lot entry*: The operator must enter the lot number.
- *Scan only*: Lot numbers can be verified via barcode scanner only.

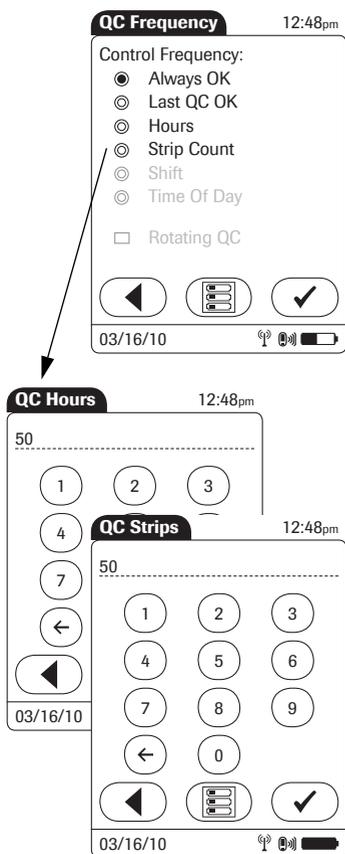
■ **Linearity Lot Verification**

- *Display only*: The lot number is shown on-screen but the operator cannot confirm it or select a different lot number.
- *Confirmation*: The operator must confirm the lot number displayed and can enter alternative lot numbers manually or via barcode scanner.
- *Lot entry*: The operator must enter the lot number.

2 Touch  to save the settings (for both settings screens), or

3 Touch  to return to the first settings screen.

## Options for glucose control tests



This menu contains options that allow you to specify whether and at what intervals glucose control tests are performed. If you require control tests, check your settings for STAT tests (see page 107).

1 Touch the desired option to enable it:

■ Control Frequency

- *Always OK*: QC Lockout is disabled, patient tests can be performed at any time. This applies regardless of the result of running glucose control tests.
- *Last QC OK*: QC Lockout is activated only when the last glucose control test is out of range or a control test is not available (e.g., when changing the test strip lot).
- *Hours*: QC Lockout is activated after the specified time. When a glucose control test is run successfully, the counter is reset to "0".
- *Strip Count*: QC Lockout is activated after reaching the specified number of tests. When a glucose control test is run successfully, the test strip counter is reset to "0".
- *Shift*: QC Lockout is activated per shift.
- *Time Of Day*: QC Lockout is activated at the specified time of day. (Up to six times per day can be configured.)
- *Rotating QC*: QC tests require alternating use of L1 and L2 controls, instead of requiring both controls when performing a QC test.

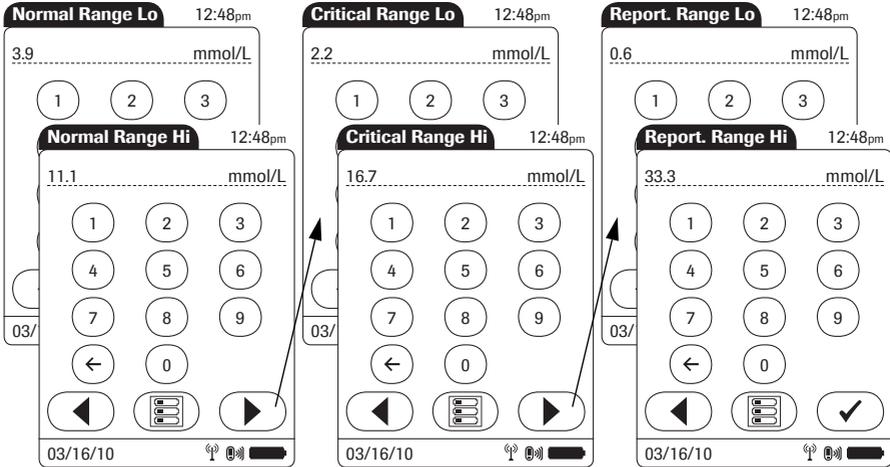
2 Touch  to save the settings. If the *Hours* or *Strip Count* option is enabled, enter the desired number. Or:

3 Touch  to exit this menu without saving any changes.

The display returns in both cases to the *Setup Menu*.

## Value ranges (normal, critical, reportable)

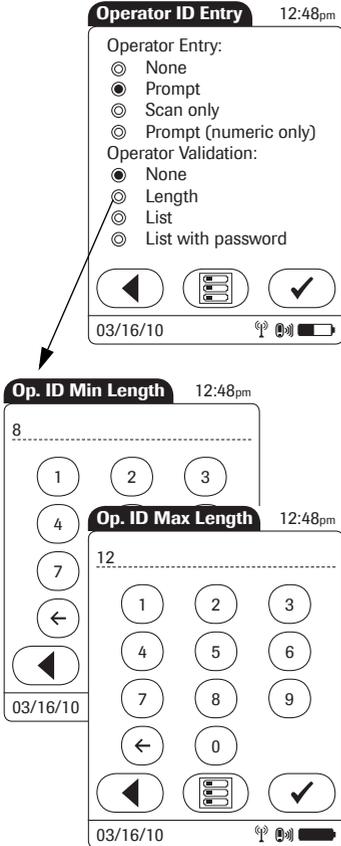
This menu allows you to set limit values for results as *Normal*, *Critical*, or *Reportable*. Results outside these limits will be flagged to alert you of this event. The *Reportable Range* allows the system administrator to set an institution defined range for reporting patient results.



Values for range limits are entered one directly after the other in the following order:

- Normal (low/high limit value)
  - Critical (low/high limit value)
  - Reportable (low/high limit value)
- 1 Use the keypad to enter the first value.
  - 2 Touch  to enter the following value, or
  - 3 Touch  to return to the previous view.
  - 4 After entering the last value, touch  to save all the previous settings.

## Options for Operator ID Entry



This menu allows you to specify if and how operator login is performed.

1 Touch the desired option to enable it:

### ■ Operator Entry

- *None*: The meter can be used without operator login.
- *Prompt* or *Prompt (numeric only)*: Operator login is required. The Operator ID can be entered manually via keypad or via barcode scanner.
- *Scan only*: Operator login is required. Entry of ID via barcode scanner only.

### ■ Operator Validation

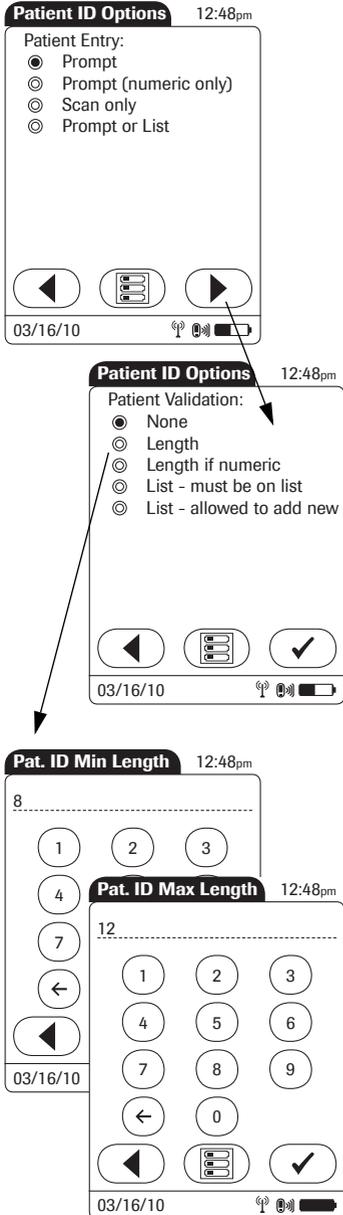
- *None*: The operator ID can have any length.
- *Length*: The operator ID must be a specified length (up to 20 characters). Enter the minimum and maximum lengths after selecting this option.
- *List*: The operator ID must be on a list received from the DMS.
- *List with password*: The operator ID must be on a list received from the DMS. Additionally, a password must be entered.

2 Touch  to save the settings. If the *Length* option is enabled, enter the desired numbers. Or:

3 Touch  to exit this menu without saving any changes.

The display returns in both cases to the *Setup Menu*.

## Patient ID options



This menu allows you to specify the criteria for entering a patient ID.

- 1 Touch the desired option to enable it:

### ■ Patient Entry

- *Prompt or Prompt (numeric only)*: The Patient ID can be entered manually via keypad or via barcode scanner.
- *Scan only*: Enter of ID via barcode scanner only.
- *Prompt or List*: The Patient ID can be entered manually via keypad or via barcode scanner, or can be picked from a list received from the DMS.

### ■ Patient Validation

- *None*: The patient ID can have any length.
- *Length*: The patient ID must be a specified length (up to 20 characters). Enter the minimum and maximum lengths after selecting this option.
- *Length if numeric*: Only numeric patient IDs are validated for their length. Alphabetic patient IDs are not validated.
- *List - must be on list*: The patient ID must be on a list received from the DMS.
- *List - allowed to add new*: The patient ID will be checked against a list received from the DMS. However, it is allowed to create a new patient ID using the meter.

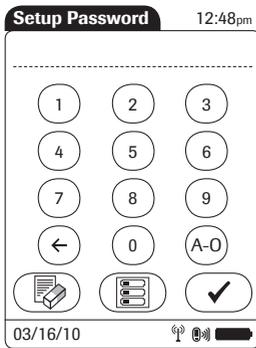
- 2 Touch  to save the settings. If the *Length* option is enabled, enter the desired numbers. Or:
- 3 Touch  to exit this menu without saving any changes.

The display always returns to the *Setup Menu* (after entering the desired numbers).

## Creating a setup password

This screen allows you to create a password for all the settings described in this chapter. The password ensures that only authorized persons can make changes to the setup.

Please note that password protection can only be reset or modified after entering the current password. Proper authentication is required to access the *Setup Menu*. Store your password in a safe place.



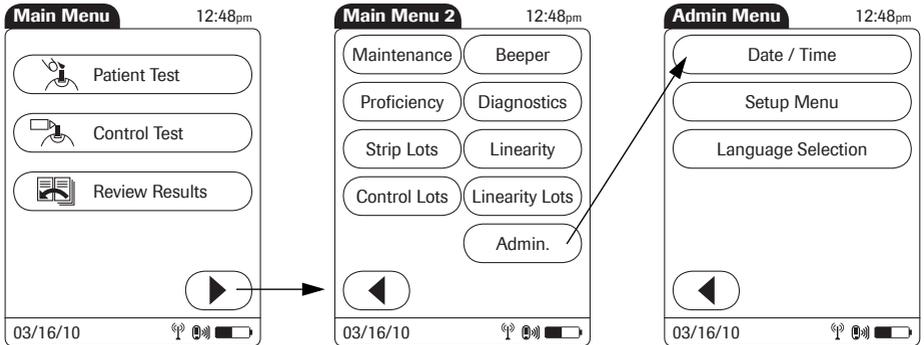
- 1 Use the keypad to enter the password.
- 2 Touch  to save the password and enable password protection. (Password protection will take effect only after the next power on.) The display returns to the *Setup Menu*. Or:
- 3 Touch  to exit this screen without saving any changes. The display returns to the *Main Menu*.

To disable password protection:

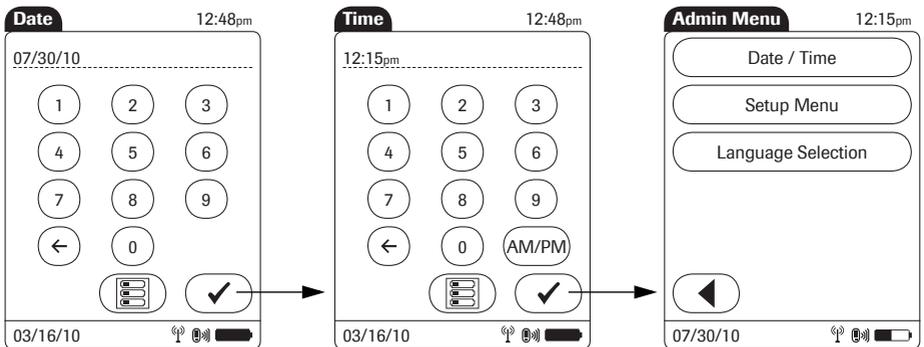
- 1 Open the *Setup Menu* (you must enter the current password).
- 2 Touch *Password*.
- 3 Delete the current password by touching .
- 4 Touch  to disable password protection.

## Setting the date and time

This setting can be hidden or require entry of a password, based on configuration.



- 1 Touch  in the *Main Menu* to open the *Main Menu 2* screen.
- 2 Touch *Admin.* to open the *Admin Menu*.
- 3 Touch *Date/Time* to begin entering the date.

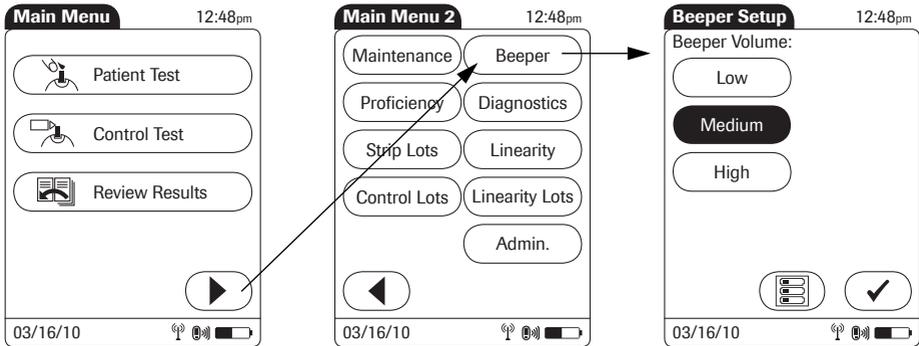


- 4 Enter the date first, then time (all values are two-digit with a leading zero, if necessary) by touching .

If the time format is “12h”, touch *am/pm* to select the correct time.

## Beeper options

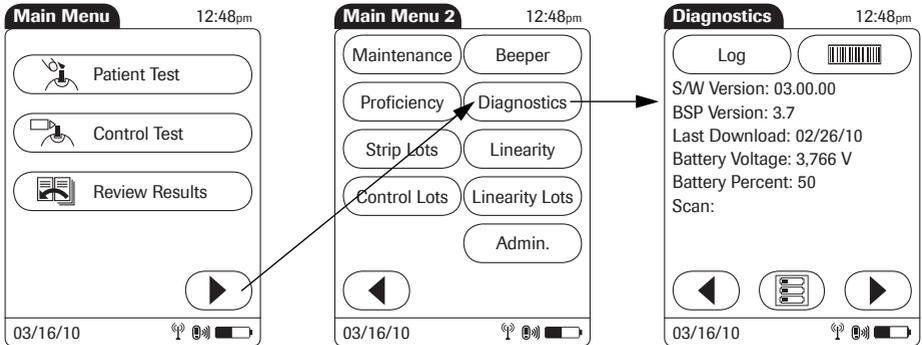
This setting can be used to set the volume of the beeper.



- 1 Touch  in the *Main Menu* to open the *Main Menu 2* screen.
- 2 Touch *Beeper* to set the volume.
- 3 Touch the button with the desired volume. When you touch a button, the meter will beep at the corresponding volume.
- 4 Touch  to save the setting and return to the *Main Menu 2* screen.

## Diagnostics view

Under *Diagnostics* you can find information about the system, such as software version, number of data records stored, and settings. Use this menu to display stored error messages and test the barcode scanner.

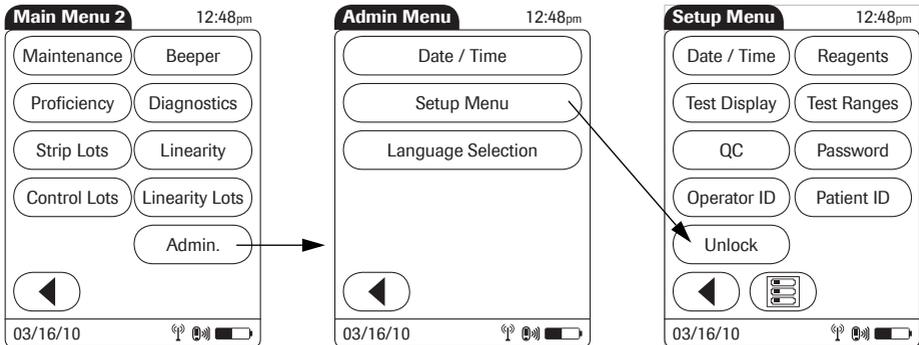


- 1 Touch  in the *Main Menu* to open the *Main Menu 2* screen.
- 2 Touch *Diagnostics* to call up the main screen for this menu.
- 3 Touch  or  to scroll between screens.
- 4 Touch *Log* to display stored error messages.
- 5 Touch  to test the barcode scanner.
- 6 Touch  to return to the *Main Menu*.

## Unlocking a Download Lockout

When using a data management system for configuration, a *Download Lockout* can be configured. This lockout prevents a meter from being used for testing, if the meter data have not been downloaded for a defined period of time. If a download lockout occurs, the operator may use a STAT test to temporarily override the lockout. If no STAT test is configured or left, the meter cannot be used until the stored data is downloaded via network (either wireless or by docking the meter).

In cases of e.g., network failures (which make a download impossible), or other emergencies, it may be necessary to unlock a meter without access to the data management system. Since unlocking is a function of the *Setup Menu*, it is restricted to persons who know the setup password.



To unlock a meter:

- 1 Touch  in the *Main Menu* to open the *Main Menu 2* screen.
- 2 Touch *Admin.* to open the *Admin Menu*.
- 3 Touch *Setup Menu* to open the *Setup Menu*.
- 4 Enter the *Setup* password if requested.
- 5 Touch *Unlock* to reset the lockout timer.

The meter switches off, and is ready for testing after powering up again.

## 10 Maintenance and Care

### Conditions for storage and shipping

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All information given on maintenance and care of the “base unit” in this chapter applies to both the Accu-Chek Inform II Base Unit and the Accu-Chek Inform II Base Unit Light.

#### ***General operating conditions***

Please observe the following points to ensure the reliable operation of your system over the long term:

- Handle the meter and its system components carefully. Avoid dropping it or banging it.
- Protect the base unit from dripping liquid.
- Do **not** immerse the meter or base unit in any liquid.
- Follow the instructions for cleaning, beginning on page 120.




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Observe the following safety information to ensure the system functions properly. Improper handling can lead to erroneous test results.

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- Do not expose the meter to excessive sources of heat for prolonged periods of time when performing a test. Potential sources of heat can be, but are not limited to:
  - Leaving the meter under a bilirubin light or photo therapy light
  - Leaving the meter on a bed warmer
  - Leaving the meter in an isolette

See Chapter 12 for operating and storage temperature ranges.

### **Storage**

- Store the system and test strips in the same environment in which they are used.
- Do not store the meter in direct sunlight or under extreme temperature conditions.
- Observe the limits for temperature and humidity when storing and using the meter (see Chapter 12).

### **Cleaning**

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Healthcare professionals should wear gloves and follow their institution's infection control procedures when handling blood glucose testing equipment. It is important to keep your system clean and disinfected. The meter should be cleaned and well-maintained. Use the following procedures as warranted.

#### **NOTICE**

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Do not use cleaners containing the chemicals ether, polyhexanide, or prepared solutions or wipes containing a mixture of bleach and detergent on the system components. Use of cleaners containing these chemicals could result in damage to the system components.

---

### **Cleaning agents**

Before using a cleaner on the meter, base unit, code key reader, or accessory box, check the active ingredients. Acceptable active ingredients are:

- mild soapy water
- 70 % (or less) solution of isopropyl alcohol in water
- 0.625 % (or less) solution of sodium hypochlorite in water

Use of cleaners containing other active ingredients could result in damage to the meter, base unit, code key reader, or accessory box.

***Cleaning the meter***

- Wipe the surfaces with a soft cloth slightly dampened (**not wet**) or you may spray the meter per the directions mentioned below.
- Remove the meter from the base unit prior to cleaning.
- **Do not** clean the meter while performing a patient or control test.
- Place the meter on a level surface while wiping over the test strip port area, making sure that no liquid enters the strip port.
- **Dry** the meter thoroughly after cleaning. Visually verify that no solution is seen anywhere on the meter at the completion of cleaning. If cleaning fluid is allowed to collect in any opening, severe damage can occur to the meter and the base unit.

**NOTICE**


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Ensure meter/base unit (including connectors) are thoroughly dried after cleaning or disinfecting.

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- If using commercially available pre-moistened cleaning cloths, **squeeze off excess cleaning solution** or blot on a dry paper towel to remove any excess cleaning solution before cleaning the surface of the meter.
- If spraying the meter, place it on a flat surface or table. Wear gloves. Be aware that the meter may become slippery when wet. Do not let the meter drop! Do not spray while the meter is docked in the base unit!

**Do not spray directly into the strip port!**


---

Moisture in the strip port may lead to incorrect blood glucose results. If you suspect that moisture may have entered the strip port, perform a glucose control test.

---

***Cleaning the barcode scanner window***

The barcode scanner window should be cleaned periodically. Use a clean, dry cloth to wipe the barcode scanner window.

***Cleaning the base unit***

- Unplug the base unit before cleaning.
- Wipe the surfaces with a soft cloth slightly dampened (**not wet**).
- Avoid wiping the electrical connectors on the back of the base unit.
- **Dry** the base unit thoroughly after cleaning. Visually verify that no solution is seen in the base unit connectors at the completion of cleaning. If cleaning fluid is allowed to collect in any connector, severe damage can occur to the meter and the base unit.

**NOTICE**

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Ensure meter/base unit (including connectors) are thoroughly dried after cleaning or disinfecting. A flashing LED (red) on the base unit indicates a fault condition.

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- If using commercially available pre-moistened cleaning cloths, **squeeze off excess cleaning solution** or blot on a dry paper towel to remove any excess cleaning solution before cleaning the surface of the base unit.

**NOTICE**

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Do not spray the base unit directly with solutions as this could cause the solution to enter the case and damage the electronic components.

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- If cleaning solution does get on the connectors or pools in the base unit, unplug the base unit, then **dry the components** with a dry cloth or gauze pad before returning the meter to the base unit.
- Plug in the base unit.

***Cleaning the accessory box***

- Wipe the surface with a soft cloth slightly dampened (**not wet**).
- If spraying the accessory box, place it on a flat surface or table. Ensure that it is **completely** empty.
- You may also wipe the surfaces with a soft cloth slightly dampened (**not wet**) with 70 % isopropyl alcohol, full strength.

**NOTICE**

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Ensure the accessory box is thoroughly dried before using or filling it again.

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## Disinfecting

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Healthcare professionals must wear gloves and follow their institution's infection control procedures when handling blood glucose testing equipment.

If your facility chooses to disinfect the Accu-Chek Inform II system, use the following procedures.

Before using a disinfectant solution on the meter, base unit, or code key reader, refer to the product labeling for required contact time for disinfecting and to ensure that the active ingredients are acceptable for use. Prepare all disinfection solutions per the manufacturer's product labeling. Acceptable active ingredients for disinfecting solutions include:

- 0.625 % (or less) solution of sodium hypochlorite in water (bleach)
- ammonium chloride (up to 0.25 % of each quaternary ammonium compound) with isopropyl alcohol (up to 55 %)
- 0.05 % solution of a phenol compound in water

Use of disinfectants containing other active ingredients could result in damage to the meter, base unit, or code key reader.

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**NOTICE**

Do not use disinfectants containing the chemicals ether, polyhexanide, or prepared solutions or wipes containing a mixture of bleach and detergent on the system. Use of disinfectants containing these chemicals could result in damage to the system.

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Acceptable ingredients of disinfectants for the accessory box are:

- 0.625 % (or less) solution of sodium hypochlorite in water (bleach)

Use of disinfectants containing other active ingredients could result in damage to the accessory box.

***Disinfecting the meter***

- Remove the meter from the base unit prior to disinfecting.
- Lay the meter on a flat surface while wiping over the test strip port area, making sure that no liquid enters the strip port.
- Wipe the meter thoroughly, while avoiding the test strip port or you may spray it per the directions mentioned below.
- **Do not** disinfect the meter while performing a patient or control test.
- Be certain that solutions contain acceptable active ingredients for disinfecting the system. If using commercially available pre-moistened disinfecting cloths, **squeeze off excess disinfecting solution** or blot on a dry paper towel to remove any excess disinfecting solution.
- Allow the meter to air dry for the recommended contact time according to the disinfecting solution product labeling.
- Dry the meter with a dry cloth or gauze and visually verify that no solution is seen anywhere on the meter at the completion of disinfecting. **Ensure that the meter is thoroughly dried after disinfecting.**
- If spraying the meter, place it on a flat surface or table. Wear gloves. Be aware that the meter may become slippery when wet. Do not let the meter drop! Do not spray while the meter is docked in the base unit!



**WARNING**

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**Do not spray directly into the strip port!**

Moisture in the strip port may lead to incorrect blood glucose results. If you suspect that moisture may have entered the strip port, perform a glucose control test.

---

**NOTICE**

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Do not allow liquid to enter the test strip port or allow pooling of liquid on the touchscreen. If liquid does get into the test strip port, immediately dry the components with a dry cloth or gauze. **If solution is allowed to collect in any meter opening, severe damage can occur.**

---

***Disinfecting the base unit***

- Remove the meter from the base unit prior to disinfecting.
- Unplug the base unit before disinfecting.
- Be certain that solutions contain acceptable active ingredients for disinfecting the system. If using commercially available pre-moistened disinfecting cloths, **squeeze off excess disinfecting solution** or blot on a dry paper towel to remove any excess disinfecting solution.
- Wipe the base unit thoroughly. Do not wipe over the cable connector areas in the rear of the base unit. If solution enters any of these areas, dry them off immediately using a soft, dry cloth.
- Allow the base unit to air dry for the recommended contact time according to the disinfecting solution product labeling. Do not place the meter in the base unit until all disinfecting steps are completed.
- Dry the base unit thoroughly with a dry cloth or gauze and visually verify that no solution is seen in the connector and cable areas at the completion of disinfecting. **Ensure that the base unit (including connectors) is thoroughly dried after disinfecting.**
- Plug in the base unit.

**NOTICE**


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Do not allow liquid to enter the connectors. If liquid does get into the connectors, immediately dry the components with a dry cloth or gauze. **If solution is allowed to collect in any base unit connector, severe damage can occur.**

---

**NOTICE**


---

Do not spray the base unit directly with solutions as this could cause the solution to enter the case and damage the electronic components.

---

***Disinfecting the accessory box***

- Be certain that solutions contain acceptable active ingredients for disinfecting the system. If using commercially available pre-moistened disinfecting cloths, **squeeze off excess disinfecting solution** or blot on a dry paper towel to remove any excess disinfecting solution.
- Wipe the accessory box thoroughly.
- If spraying the accessory box, place it on a flat surface or table. Ensure that it is **completely** empty.

**NOTICE**

---

Ensure the accessory box is thoroughly dried before using or filling it again.

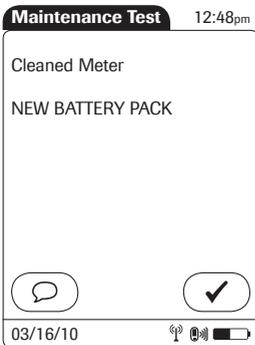
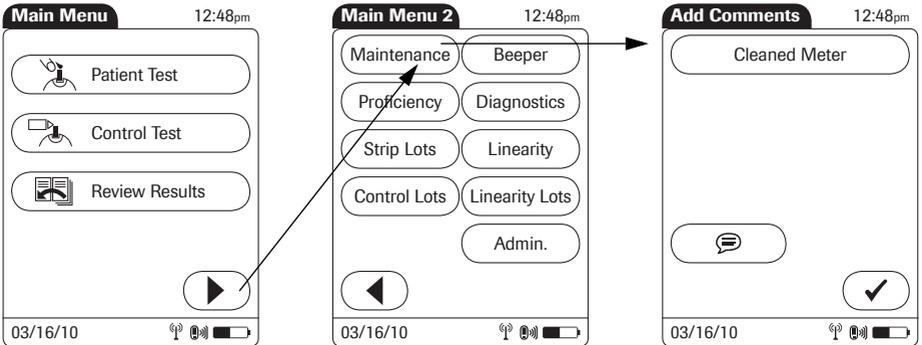
---

- Allow the accessory box to air dry for the recommended contact time according to the disinfecting solution product labeling. Do not place the meter in the accessory box until all disinfecting steps are completed.
- Dry the accessory box thoroughly with a dry cloth or gauze and visually verify that no solution is seen in the accessory box at the completion of disinfecting.

## Logging maintenance activities

Cleaning and other maintenance activities can be logged in the meter. Make sure that all cleaning activities are complete and the system is thoroughly dry before switching on the meter.

To store cleaning information in the meter, proceed as follows:



- 1 Touch  in the *Main Menu* to open the *Main Menu 2* screen.
- 2 Touch *Maintenance* to open the screen for adding comments.
- 3 Select the desired comment(s) from the list or touch  to enter your own comment via keypad.
- 4 Once you have entered your comments, touch  to save the maintenance comments. The *Maintenance Result* screen opens up.
- 5 Touch  to return to *Main Menu 2*.



# 11 Troubleshooting

The Accu-Chek Inform II meter continually checks its systems for unexpected and unwanted conditions.

A troubleshooting table follows that will help you when the system is not performing as expected. Most concerns can be resolved quickly by referring to this table for help. Take the following steps when an unexpected condition arises:

- Find the displayed message or condition in the Troubleshooting Table.
- Take the action suggested under the column header *Possible Solution*.

If further assistance is required, call your local Roche representative.

### ***Errors and unusual behavior without error messages***

Some conditions may arise that have no associated error message. Refer to the following table, if such a condition arises on the Accu-Chek Inform II system.

Display/symptom	Possible solution
<b>No message or unusual behavior</b>	
Meter display does not turn on	<ul style="list-style-type: none"> <li>- Wait 10 seconds and try turning on the unit again.</li> <li>- Place the meter in the base unit and confirm that it is charging.</li> <li>- Check that the battery pack is correctly installed and connected.</li> </ul>
	Follow the instructions in Chapter 9 to avoid data loss when replacing the battery pack.
Meter displays an unexpected result	Refer to the package insert for the test strips.

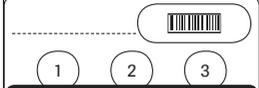
Display/symptom	Possible solution
Test result <b>LO/HI</b>	<p>The glucose result may be below (LO) or above (HI) the measurement range of the system.</p> <ul style="list-style-type: none"> <li>- Refer to the package insert for the test strips.</li> <li>- Check that you are performing the test correctly (see Chapter 3).</li> <li>- Run a glucose control test with a new test strip (see Chapter 4).</li> <li>- Repeat the test or proceed according to the requirements of your facility.</li> </ul>
Test result <b>RR LO/RR HI</b>	<p>The glucose result may be below/above the reportable range set by system administrator.</p> <ul style="list-style-type: none"> <li>- Run a glucose control test with a new test strip (see Chapter 4).</li> <li>- Repeat the test or proceed according to the requirements of your facility.</li> </ul>
Test result <b>CR LO/CR HI</b>	<p>The glucose result may be below/above the critical range set by system administrator.</p> <ul style="list-style-type: none"> <li>- Run a glucose control test with a new test strip (see Chapter 4).</li> <li>- Repeat the test or proceed according to the requirements of your facility.</li> </ul>
Meter displays <b>Strip defect Error</b>	<p>The test strip is defective or the blood glucose result is extremely low and below the meter's measurement range.</p> <ul style="list-style-type: none"> <li>- Refer to the package insert for the test strips.</li> <li>- Check that you are performing the test correctly (see Chapter 3).</li> <li>- Run a glucose control test with a new test strip (see Chapter 4).</li> <li>- Repeat the test or proceed according to the requirements of your facility.</li> <li>- If the error persists, contact your Roche representative.</li> </ul>
Meter displays an error <b>Type Bad Dose</b>	<p>Insufficient amount of blood on the test strip.</p> <ul style="list-style-type: none"> <li>- Refer to the package insert for the test strips.</li> <li>- Review proper testing procedure.</li> <li>- Repeat the test using a new test strip, ensuring proper sample application.</li> <li>- If the error persists, contact your Roche representative.</li> </ul>
Meter displays (QC) <b>FAIL</b> or <b>Out of Range</b>	<ul style="list-style-type: none"> <li>- Refer to the package insert for the test strips.</li> <li>- Check that you are performing the test correctly (see Chapter 4).</li> <li>- Repeat the glucose control test with a new test strip.</li> <li>- If the error persists, contact your Roche representative.</li> </ul>

Display/symptom	Possible solution
<b>Base unit</b>	
LED is not illuminated	Not connected to power supply unit or power supply unit is defective, base unit is defective, or power outlet not active. <ul style="list-style-type: none"> <li>- Disconnect and connect the power supply again.</li> <li>- If the error persists, contact your Roche representative.</li> </ul>
LED flashes red	Communication or configuration error. <ul style="list-style-type: none"> <li>- Check the configuration and/or the connection to the Data Management System (DMS). Contact the DMS or IT administrator of your institution.</li> <li>- If the error persists, contact your Roche representative.</li> </ul>
<b>Automatic shutdown</b>	
	The meter powers off after a configurable time without activity (e.g., pressing a key, touching the screen) to conserve energy. In addition, the meter may power off automatically for the reasons listed below. Reactivate the meter/screen as described in the following:
Shutdown after time specified by system administrator (default is 10 minutes, configurable by system administrator)	<ul style="list-style-type: none"> <li>- Press the On/Off button on the top of the meter.</li> </ul>
Battery Low	<ul style="list-style-type: none"> <li>- Charge the battery by placing the meter in the base unit.</li> </ul>
Battery Critically Low	<ul style="list-style-type: none"> <li>- Charge the battery by placing the meter in the base unit.</li> <li>- Check that the battery pack is correctly installed and connected.</li> <li>- Replace the defective battery pack.</li> </ul>
	Follow the instructions in Chapter 9 to avoid data loss when replacing the battery pack.

**Error messages**

All error messages displayed by the system are accompanied by a description of the error and a possible solution. Take the action suggested on screen to resolve the problem. All messages, including purely informative messages, are preceded by a letter, identifying the message type, and a number. The different message types are illustrated in the following table.

Sample message type	Description									
<p><b>Linearity Lots</b> 12:48pm</p> <table border="1"> <thead> <tr> <th>Type</th> <th>Exp. Date</th> <th>Lot Num.</th> </tr> </thead> <tbody> <tr> <td>*Lin.</td> <td>12/31/10</td> <td>777732</td> </tr> <tr> <td>Lin.</td> <td>03/15/11</td> <td>777723</td> </tr> </tbody> </table> <p><b>Make 'Current'</b></p> <p>⓪ D-311: Do you want to make Linearity lot 777678 the 'current' lot?</p> <p>ⓧ      ✓</p> <p>03/16/10   </p>	Type	Exp. Date	Lot Num.	*Lin.	12/31/10	777732	Lin.	03/15/11	777723	<p>- <b>D</b>: Decision; To confirm, touch <input checked="" type="checkbox"/>. To reject, touch <input type="checkbox"/>.</p>
Type	Exp. Date	Lot Num.								
*Lin.	12/31/10	777732								
Lin.	03/15/11	777723								
<p><b>Patient Test</b> 12:48pm</p> <p>Patient 123456789 Date 03/16/10 12:48pm</p> <p><b>Range</b></p> <p>ⓘ I-502: Normal Range: 3.9-11.1 mmol/L Critical Range: 2.2-16.7 mmol/L Reportable Range: 0.6-33.3 mmol/L</p> <p>✓</p> <p>03/16/10   </p>	<p>- <b>I</b>: Information; touch <input checked="" type="checkbox"/> to confirm.</p>									

Sample message type	Description
<p><b>Operator ID</b> 12:48pm</p>  <p><b>Invalid Scan</b></p> <p>⊗ E-314: Invalid Scan. The scan returned an entry &gt; 20 characters. Please see your System Administrator.</p> <p>✓</p> <p>03/16/10   </p>	<p>- <b>E:</b> Error; touch  to confirm. To resolve the problem, take the actions suggested.</p>
<p><b>Patient Test</b> 12:48pm</p> <p>Patient 123456789 Date 03/16/10 12:48pm</p> <p><b>17.2</b> mmol/L</p> <p><b>Out of Critical Range</b> <b>Out of Critical Range</b></p> <p>⚠ W-511: Out of Critical Range.</p> <p>✓</p> <p>03/16/10   </p>	<p>- <b>W:</b> Warning; touch  to confirm.</p>

**Meter reset**



A meter reset can be performed to correct a number of unspecified errors (e.g., “frozen” screen, etc.). Use the following steps to perform a meter reset.

- 1 Place the meter face down on a level surface.
- 2 Press the reset button in the middle of the battery pack using a tool such as a screwdriver or a paper clip.
- 3 Turn over the meter.
  - The Roche logo is displayed. If the Roche logo does not appear within 60 seconds, place the meter on a base unit for a minimum of 15 minutes to recharge the battery.
  - Within a short period of time, the *Versions* screen will appear, displaying the version numbers of the meter components.
- 4 The screens for entering the date and the time appear if date and time need to be set. After you have entered the correct information, confirm each screen with .

Depending on the configuration of your system, the meter may have to be docked in the base unit for synchronization of the meter's date/time with the date/time of your facility.

- Finally, the *Power Up* screen and the *Main Menu* are displayed as usual.

## 12 General Product Information

### Technical data

Specification	Meter	Base unit	Power supply unit
Height	47 mm / 1.85 in	105 mm / 4.13 in	34 mm / 1.34 in + AC plug (28-40 mm / 1.1-1.6 in)
Width	92 mm / 3.62 in	150 mm / 5.91 in	52 mm / 2.05 in
Length	190 mm / 7.48 in	150 mm / 5.91 in	88 mm / 3.46 in
Weight	350 g (with rechargeable battery)  366 g (with rechargeable battery AND RF card)	Accu-Chek Inform II Base Unit 615 g with wall mount  Accu-Chek Inform II Base Unit Light 573 g with wall mount	N/A
User interface	Touchscreen and barcode scanner	LED (tricolor: red, green, blue) *	N/A
Display resolution (touchscreen)	320 x 240 pixel single color	N/A	N/A
Memory	2,000 Results 5,000 Operator IDs 4,000 Patient IDs	N/A	N/A
Operating temperature	3 to 50 °C 37 to 122 °F	3 to 50 °C 37 to 122 °F	0 to 40 °C 32 to 104 °F
Measurement temperature	Test strip dependent: Accu-Chek Performa test strips: 6 to 44 °C / 43 to 111 °F For Accu-Chek Performa test strips with the green symbol  and for Accu-Chek Inform II strips, refer to the respective package insert.		
Storage temperature (long-term storage)	2 to 25 °C 36 to 77 °F	-25 to 69 °C -13 to 156 °F	-40 to 70 °C -40 to 158 °F
Humidity (operating)	90% RH at 32 °C / 90 °F (non-condensing)	N/A	N/A
Air pressure	0.7 to 1.06 bar 70 to 106 kPa	0.7 to 1.06 bar 70 to 106 kPa	N/A
Relative humidity (storage)	< 95%	< 95%	N/A

\* Accu-Chek Inform II Base Unit Light: only red, green.

Specification	Meter	Base unit	Power supply unit
Battery voltage/type	3.7 volt rechargeable (lithium technology)	N/A	N/A
Input voltage	+7.5 V DC	+7.5 V DC	90 to 264 V AC
Input frequency	DC	DC	50 to 60 Hz
Input current	1.7 A (max)	1.7 A (max)	400 mA (max) at 100-240 V AC / 50 Hz
Battery capacity	100 (subsequent) measurements possible after 360 min of charging	N/A	N/A
Interfaces	Charge contacts IR port Barcode scanner RF card (Channel 1-11 only)	Charge contacts IR port RJ45 Ethernet * USB type B *	DC connector Replaceable AC input contacts
Data transfer rate	RF card: up to 54 Mbps	IR: 9.6K - 115K bps * Ethernet: 10 Mbps * USB: 12 Mbps *	N/A
Min. barcode width	4 mil (1 mil = 0.0254 mm)	N/A	N/A
CDRH/IEC	CDRH Class I	N/A	N/A
Supported barcodes	Code 128, Code 39, Code 93, EAN 13, Interleaved 2 of 5, Codabar.	N/A	N/A

\* Not applicable to Accu-Chek Inform II Base Unit Light

Specification	Accessory box	Code key reader	
Height	85 mm / 3.35 in	18.4 mm / 0.72 in	
Width	280 mm / 11.02 in	34.8 mm / 1.37 in	
Length	272 mm / 10.71 in	70.7 mm / 2.78 in	
Weight	1100 g	28 g	
Storage temperature	-25 to 69 °C -13 to 156 °F	2 to 25 °C 36 to 77 °F	
Relative humidity (storage)	< 95%	< 93%	
Battery voltage/type	N/A	Not replaceable	
Interfaces	N/A	IR port Code key socket	

## Further Information

### Ordering

Item	Description	REF/Catalog Number
Accu-Chek Inform II Meter	Meter only	05060311001
Accu-Chek Inform II Meter	Meter, equipped with RF card	05060303001
Accu-Chek Inform II Base Unit	Equipped with charging and connectivity functionality	05060290001
Accu-Chek Inform II Base Unit Light	Equipped with charging functionality	05920353001
Accu-Chek Inform II Base Unit Wall Mount	Wall Mount for Base Unit/Base Unit Light	05404878001
Accu-Chek Inform II Base Unit Hub	Equipped with power and connectivity functionality for the Accu-Chek Inform II Base Unit Light	05888760001
Accu-Chek Inform II Battery Pack		04882326001
Accu-Chek Inform II Code Key Reader		04884671001
Accu-Chek Inform II RF Card Kit	Wi-Fi card replacement for optional wireless functionality	05112699001
Power Supply	Power supply for base unit (international edition)	04805666001
Power Supply	Power supply for base unit (North America)	05388805001
Accu-Chek Inform II Accessory Box		05060281001

### ***Accu-Chek Inform II Operator's Manual and Quick Reference Guide***

For additional copies of the Accu-Chek Inform II Operator's Manual and Quick Reference Guide or copies in other languages, please contact your local Roche organization.

### ***Reagents and Solutions***

Supplies are available through Roche Diagnostics. Contact your local Roche representative.

### **Information about software licenses**

This product incorporates software modules developed under open source licenses. The source code of this software can be requested on a standard data exchange medium from the manufacturer at the following address

Roche Diagnostics GmbH  
Sandhofer Str. 116  
68305 Mannheim  
Germany

The complete license agreements are stored as a text file (file name "license.txt") on the Accu-Chek Inform II Base Unit of the Accu-Chek Inform II system. The file 'License.txt' is located in the same folder as the file 'Technical Note.pdf'.

You can access these files by connecting the Accu-Chek Inform II Base Unit to a PC with the USB cable. For detailed instructions on how to do this, see the instruction sheet "Setting Up the Base Unit" included in the Accu-Chek Inform II Base Unit Kit.

Everyone is permitted to copy and distribute verbatim copies of this license document, but changing it is not allowed.

### **Contact Roche**

For all questions about the Accu-Chek Inform II system that are not answered in this manual, contact your Roche representative. If you do not already have contact details, visit our website on [www.roche.com](http://www.roche.com). Select "Roche Worldwide" at the top of the page and then select your country to find the appropriate local office contact information.

The Accu-Chek Inform II system is manufactured for and distributed by:

In the United States:

Roche Diagnostics  
9115 Hague Road  
Indianapolis, IN 46256

In Australia:

Roche Diagnostics Australia Pty Limited  
ABN 29 003 001 205  
31 Victoria Avenue  
Castle Hill, NSW, 2154

## A Appendix

### Table of configuration options

This section provides an overview of all the settings available.

The two rightmost columns describe the accessibility of a configuration parameter on the device (*Setup Menu*) and via the data management system (DMS).

“Y” (Yes) means, that this parameter is available, “N” (No) means, that this parameter is not available using the respective configuration method.

DEVICE: If the meter is configured by a system administrator using a data management system, the configuration options on the meter may be disabled to avoid conflicts in the settings.

DMS: Configuration options may vary depending on available DMS settings.

### Configuration options

Subject/Attribute	Range	Default	Device	DMS
<b>Timer</b>				
Timer: Activity turn off	30 – 3,600 s	300	N	Y
<b>Beeper</b>				
Beeper volume	0: low 1: medium 2: high	2	Y	Y
<b>Measurement Flow</b>				
Comments required	0: optional 1: out of range 2: required	0	N	Y
Control lot verification	0: display only 1: yes / no confirmation 2: prompt for entry 3: scan only	1	Y	Y
Control result display	0: value (numeric) 1: PASS / FAIL	0	N	Y
Critical range display	0: value (numeric) 1: HI / LO	0	N	Y

Subject/Attribute	Range	Default	Device	DMS
Critical range HI limit	10 – 600 mg/dL 0.6 – 33.3 mmol/L	600 mg/dL 33.3 mmol/L	Y	Y
Critical range LO limit	10 – 600 mg/dL 0.6 – 33.3 mmol/L	10mg/dL 0.6 mmol/L	Y	Y
Critical range message enabled	Whether to display the out-of-critical range warning message (1) or not (0)	1	N	Y
Critical range text	0 – 100 characters	""	N	Y
Normal range HI limit	10 – 600 mg/dL 0.6 – 33.3 mmol/L	600 mg/dL 33.3 mmol/L	Y	Y
Normal range LO limit	10 – 600 mg/dL 0.6 – 33.3 mmol/L	10mg/dL 0.6 mmol/L	Y	Y
STAT tests allowed	0: no 1: yes	1	Y	Y
Number of STAT tests allowed	0 – 9	9	Y	Y
Reportable range HI limit	10 – 600 mg/dL 0.6 – 33.3 mmol/L	600 mg/dL 33.3 mmol/L	Y	Y
Reportable range LO limit	10 – 600 mg/dL 0.6 – 33.3 mmol/L	10mg/dL 0.6 mmol/L	Y	Y
Reportable range message	Whether to display a reportable range message (1) or not (0)	1	N	Y
Reportable range message text	0 – 100 characters	""	N	Y
Strip limitations warning	Configuration, whether to display the strip limitations warning (1) or not (0).	0	Y	Y
Strip lot verification	0: display only 1: yes/no confirmation 2: list selection 3: scan only	1	Y	Y
Linearity lot verification	0: display only 1: yes/no confirmation 2: prompt for lot entry	1	Y	Y
<b>Display</b>				
Low Power Mode time (only serial numbers ≥ UU11030000)	0 - 120 sec (0 = Low Power Mode off)	30 sec	Y	Y
Contrast	1 - 15	7	Y	Y

Subject/Attribute	Range	Default	Device	DMS
<b>Formats and Language</b>				
Date format	1: MM/DD/YY 2: DD.MM.YY	1	Y	Y
Time format	1: 24 hours 2: 12 hours	2	Y	Y
Language setting *	1: German 3: French 4: Spanish 5: Italian 6: Dutch 7: Swedish 8: English (USA) 9: Danish 11: Portuguese	8	Y	Y
Glucose result units	0: mg/dL 1: mmol/L	0	Y	Y
* Other languages: For the availability of languages not listed above, contact Roche.				
<b>Power Up</b>				
Location (a string to show where a certain meter ought to be located); to be shown on the Power Up screen.	0 – 20 characters	""	N	Y
<b>Meter Functionality</b>				
Date and time editing allowed	0: electronically only (only the DMS can set date and time) 1: anyone (anyone can set date and time) 2: password required (the setup password is required to set date and time)	1	N	Y
Main menu 2 "Linearity" (if enabled, linearity tests are allowed)	0: disabled 1: enable	1	Y	Y
Main menu 2 "Maintenance" (if enabled, maintenance comments are allowed)	0: disabled 1: enable	1	Y	Y
Main menu 2 "Proficiency" allowed (if enabled, proficiency tests are allowed)	0: disabled 1: enable	0	Y	Y
Admin menu "Setup" (if enabled, access to setup screens is possible)	0: disabled 1: enable	1	Y	Y
Setup password	0 – 20 characters	""	Y	Y
Reagent editing allowed	1: Allowed 2: Password needed 0: Not allowed	1	(Y)	Y

Subject/Attribute	Range	Default	Device	DMS
<b>Operator ID</b>				
Operator ID entry control	0: None 1: Prompt 2: Scan only 3: Prompt (numeric only)	1	Y	Y
Operator ID entry control on Glucose control only	0: no (always) 1: yes (on controls only)	0	Y	Y
Operator ID validation (Allowed characters: a-z, 0-9, "." [period], "-" [hyphen])	0: none 1: length 2: list 3: list & password	0	Y	Y
Operator ID max length (used to validate an operator ID if operator ID validation mode is set to "Length")	0 – 20	20	Y	Y
Operator ID min length	0 – 20	0	Y	Y
Operator ID timeout (determines the time in sec that an operator remains logged in after power down). 0sec disables this feature.	0 – 3,600sec	0	N	Y
Operator password length	4-20 characters (only a-z, 0-9 allowed)	N/A	N	N
Operator certification expiry warning	0-90 days	0 (=off)	N	Y
Operator Name length	0-25 characters	N/A	N	N
<b>Operator ID and patient ID barcode masks</b>				
Operator ID barcode mask (see separate table at the end of this chapter)	0 – 60 characters*	""	N	Y
Patient ID barcode mask (see separate table at the end of this chapter)	0 – 60 characters*	""	N	Y
* The number of characters in the unmasked barcode may not exceed 20.				
<b>Patient ID</b>				
Patient ID confirmation	0: disabled 1: name 2: date of birth (DOB)* 3: name/DOB*	0	N	Y
* Depends on available DMS settings.				
Patient ID entry mode	0: Keyboard / Scan 1: List / Keyboard / Scan 2: Scan only 3: Prompt (numeric)	0	Y	Y

Subject/Attribute	Range	Default	Device	DMS
Patient ID validation mode	0: none 1: length 2: list 3: list allowing entry if not on list 4: length if numeric	0	Y	Y
Patient ID length (Allowed characters: a-z, 0-9, "." [period], "-" [hyphen])	1-20 characters	N/A	N	Y
Patient name length	0-25 characters	N/A	N	N
QC algorithm				
QC Algorithm	0: None (always OK) 1: Last result OK 2: Time of day (DMS only) 3: Shift (DMS only) 4: Hours 5: Strip count 6: Time of day rotate (DMS only) 7: Shift rotate (DMS only) 8: Hours rotate (DMS only) 9: Strip count rotate (DMS only)	0	(Y)	Y
QC hours (Number of hours between required control measurements if QC algorithm is set to "Hours" or "hours rotate")	0 – 9,999hours	24	Y	Y
QC shift length (a PASS control remains valid for twice this amount in time after shift start if the QC algorithm is set to "Shift" or "Shift rotate")	1, 2, 3, 4, 6, 8, 12, 24 hours	8	N	Y
QC shift start (time of the shift start if the QC algorithm is set to "Shift" or "Shift rotate")	0 – 23 hours	6	N	Y
QC strip count (number of tests a PASS control remains valid)	1 – 999	50	Y	Y
QC time of day	6 POCT1-A data fields 00:00 – 23:59	06:00 09:00 12:00 15:00 18:00 22:00	N	Y
QC time of day set	6 POCT1-A data fields 0 or 1	1 0 0 0 0 0	N	Y

Subject/Attribute	Range	Default	Device	DMS
<b>Result deletion</b>				
Result deletion algorithm	0: automatic 1: FIFO	1	N	Y
Result retention time (number of days since a result was measured before it can be deleted automatically if result deletion algorithm is set to "automatic")	1 – 1,000 d	30	N	Y
Result download required	0: disabled 1: enabled	0	N	Y
<b>Electronic communication</b>				
Download warning	0 – 999 h	0: disabled	N	Y
Download Lockout	0 – 999 h	0: disabled	N	Y
Maximum number of list items transferred in one POCT1-A message	1 – 500	75	N	Y
Application timeout (within this time the application expects a response by the DMS to any POCT1-A command)	5 – 6,000 s	60	N	Y
<b>WLAN settings (general)</b>				
WLAN enabled	0: disabled 1: enabled	1	N	Y
Use DHCP	0: disabled 1: enabled	0	N	Y
IP (the meter's static IP-address if no DHCP is used)	0.0.0.0 – 255.255.255.255	0.0.0.0	N	Y
Subnet Mask (subnet mask to be used by the meter if static IP is used. Note: if DHCP is used; the DHCP-subnet mask will be used.)	0.0.0.0 – 255.255.255.255	0.0.0.0	N	Y
Use DNS	0: disabled 1: enabled	0	N	Y
DMS host (the host's DNS name if DNS is used)	0 – 20 characters	""	N	Y
DMS IP address (the host's IP address if no DNS is used)	0.0.0.0 – 255.255.255.255	0.0.0.0	N	Y
DMS port (the port number to request open socket from the DMS. Roche recommends use of port numbers ≥ 1024.)	0 – 65,535	0	N	Y
DNS IP (IP address of the DNS-server if DHCP is not used and DNS is configured)	0.0.0.0 – 255.255.255.255	0.0.0.0	N	Y
Gate IP (static gateway IP address)	0.0.0.0 – 255.255.255.255	0.0.0.0	N	Y

Subject/Attribute	Range	Default	Device	DMS
<b>WLAN settings (security)</b>				
Cipher Type (encryption method)	0: None (no cipher type) 1: AES (symmetric key cryptography) 2: TKIP (using dynamic keys) 3: AES   TKIP (AES and TKIP together) 4: WEP40 (=WEP with 64 bit key length) 5: WEP104 (WEP with 128 bit key length)	0: disabled	N	Y
Security Type *	0: open (no security/ encryption) 1: WEP 2: WPA_PSK (WPA with pre shared key)	0	N	Y
* Note: Only those combinations of cipher type and security type are allowed that are listed below, see table "Allowed combinations of cipher and security type".				
SSID	0 – 32 characters	""	N	Y
WEP-key (40 or 104bits)	NUL-terminated string of 10 or 26chs (HEX)	"0000000000 "	N	Y
WEP-authentication	0: open system authentication 1: shared key authentication	0	N	Y
WPA Key Type	0: Passphrase 1: Key	0	N	Y
WPA Key	string of 64 characters (HEX)	"0000000000 0000000000 0000000000 0000000000 0000000000 0000000000"	N	Y
WPA pass phrase (Un-encrypted text used to generate the 256-bit preshared key.)	8 – 63 characters	""	N	Y

<b>Subject/Attribute</b>	<b>Range</b>	<b>Default</b>	<b>Device</b>	<b>DMS</b>
<b>Observed Test Sequence (OTS)</b>				
OTS functionality *	0: disabled 1: enabled	0	N	Y
* Depends on available DMS settings.				
<b>Other Test Entry (OTE)</b>				
OTE functionality *	0: disabled 1: enabled	0	N	Y
* Depends on available DMS settings.				

## Allowed combinations of cipher and security type

security_type	cipher_type	wep_auth_type	wep_key	wpa_key_type	wpa_key	wpa_passphrase
0 - open	0 - none	-	-	-	-	-
1 - WEP	4 - WEP40	0 - open / 1 - shared	10 characters HEX	-	-	-
1 - WEP	5 - WEP104	0 - open / 1 - shared	26 characters HEX	-	-	-
2 - WPA_PSK	1 - AES (WPA2)	-	-	0 - passphrase	-	8-63 characters
2 - WPA_PSK	1 - AES (WPA2)	-	-	1 - key	64 characters HEX	-
2 - WPA_PSK	2 - TKIP (WPA)	-	-	0 - passphrase	-	8-63 characters
2 - WPA_PSK	2 - TKIP (WPA)	-	-	1 - key	64 characters HEX	-
2 - WPA_PSK	3 - AES/TKIP (WPA2/WPA)	-	-	0 - passphrase	-	8-63 characters
2 - WPA_PSK	3 - AES/TKIP (WPA2/WPA)	-	-	1 - key	64 characters HEX	-

## Operator and patient ID barcode masks

Barcode mask character	Definition
A-Z, 0-9	If not preceded by the Caret (“^”), the scan data character must be the same as the mask character. This character is not saved as part of the ID. If the characters are not the same, the scan data is not a valid ID.
Dollar (“\$”)	The scan data character in this position is kept as part of the ID.
Asterisk (“*”)	The scan data character in this position is not kept as part of the ID.
Tilde (“~”)	The scan data character in this position must be a number, 0-9, and it is not kept as part of the ID. If the scan data character is not a number, the scan data is not a valid ID.
Plus (“+”)	The scan data character in this position must be an alpha character, A – Z, and it is not kept as part of the ID. If the scan data character is not an alpha character, the scan data is not a valid ID.
Caret (“^”)	This mask character denotes that the scan data character must be equal to the next character in the barcode mask after the “^”, and that the scan data character is kept as part of the ID. If the scan data character is not equal to the mask character following the “^”, the barcode reading is invalid as an ID.

## Example of barcode symbologies

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 1234567890	- Codabar
 1234567890	- Code 39
 1234567890	- Code 93
 1234567890	- Code 128
 1 112223 334448	- EAN 13
 1234567890	- Interleaved 2 of 5

## B Appendix

### Option: Wireless network (WLAN)

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***Application area***

The optionally available module for wireless network connectivity (RF card) allows facilities to connect to their data management system on a continuous basis. Wireless connectivity can help to ensure that changes to information in the data management system are sent immediately to all networked meters.

***Functions enabled with wireless connectivity***

With the integrated RF card, the meter has to be returned to the base unit only for recharging or, where wireless communication is not possible, for communicating with the data management system. If the wireless configuration changes, the meter must also be docked to pick up the new configuration.



# Index

## A

Accessory box	
Cleaning .....	123
Disinfecting .....	128
Overview .....	25
Addresses (Roche) .....	140

## B

Backlight .....	28
Barcode	
Masks .....	149
Symbolologies .....	150
Base Unit, Base Unit Light	
Cleaning .....	122
Connecting .....	93
Disinfecting .....	127
Overview .....	24
Battery pack	
Installing or replacing .....	94–98
Beeper .....	116

## C

Cipher .....	149
Cleaning .....	120–123
Cleaning agents .....	120
Code chip	
See code key	
Code key .....	23, 61
Code key reader	
Downloading code key information .....	62
Overview .....	23
Comments	
Adding .....	45
Maintenance log .....	129
Components .....	21
Configuration .....	101–116, 141–149
Menu overview .....	102–104
Contrast .....	28
Control frequency .....	110

## Control lots

Editing control lot data .....	67–71
Selecting .....	52
Storing information .....	61–75
Control solution	
Lot number .....	52
CR LO/HI .....	44
Critical range .....	44, 111

## D

Date and time .....	115
Date and time format .....	106
Diagnostics .....	117
Disinfecting .....	124–128
Display options .....	107
Disposal .....	13
Docking the meter .....	99
Download lockout .....	33, 57
Unlocking .....	118

## E

Error messages .....	134
Errors (without error message) .....	131–133

## G

Glucose control	
Control solutions .....	49
Intervals .....	48
Performing a test .....	50–56
Preparing .....	49
STAT test .....	57
Glucose control options .....	110
Glucose control testing .....	47–57
Results .....	56

## H

HI .....	44
----------	----

- I**
- Icons
    - Identification plate ..... 4
    - Packaging ..... 4
  - Information service ..... 140
  - Initial startup ..... 93–117
- L**
- License (GPL) ..... 140
  - Linearity lots
    - Editing linearity lot data ..... 72–75
    - Storing information ..... 61–75
  - Linearity testing ..... 77–83
    - Intervals ..... 77
    - Performing a test ..... 79–83
    - Preparing ..... 78
    - Results ..... 83
  - LO ..... 44
  - Lots ..... 61–75
- M**
- Maintenance ..... 119–129
    - Log ..... 129
  - Meter
    - Cleaning ..... 121
    - Diagnostics ..... 117
    - Disinfecting ..... 125
    - Overview ..... 22
    - Powering up ..... 27
    - Reset ..... 136
    - Setup ..... 141–149
  - Meter setup ..... 101–116
    - Menu overview ..... 102–104
- N**
- Normal range ..... 44, 111
- O**
- Operating conditions (general) ..... 119
  - Operator ID ..... 30–32
    - Barcode Scanner ..... 31
    - Entering manually ..... 32
    - Options ..... 112
    - Password ..... 32
  - Ordering ..... 139
- P**
- Password ..... 114
  - Patient glucose testing ..... 33–45
    - Performing a test ..... 34–44
    - Preparing ..... 33
    - Results ..... 42
  - Patient ID ..... 34–38
    - Barcode scanner ..... 38
    - Entering manually ..... 36
    - Options ..... 113
  - Powering up ..... 27
  - Product information ..... 137–140
  - Proficiency test
    - Preparing ..... 86
  - Proficiency testing ..... 85–91
    - Performing a test ..... 87–91
    - Results ..... 91
- Q**
- QC lockout ..... 47
- R**
- Ranges (results) ..... 43
  - Reagent options ..... 109
  - Reagents ..... 25
  - REF (catalog numbers) ..... 139
  - Reportable range ..... 44, 111
  - Reset ..... 136
  - Result memory ..... 59–60
  - Results screen ..... 42, 56, 83, 91
  - RF card ..... 151
    - Disabling temporarily ..... 29
  - RR LO/HI ..... 44

**S**

Safety	
Protection against infection .....	13
User qualification .....	13
Safety information .....	14–20
Sample	
Applying .....	41, 55, 82, 90
Screen	
Backlight .....	28
Contrast .....	28
Setup .....	101–116, 141–149
Beeper .....	116
Date and time .....	115
Date and time format .....	106
Display options .....	107
Glucose control options .....	110
Menu overview .....	102–104
Operator ID entry .....	112
Password .....	114
Patient ID entry .....	113
Reagent options .....	109
Setup menu .....	105, 118
Test strip options .....	108
Value ranges .....	111
Specifications .....	137
STAT test .....	57
Storage .....	120
Strip lot	
Selecting .....	39, 53
System	
Cleaning .....	120–123
Components .....	21
Disinfecting .....	124–128
General information .....	137–140
Initial startup .....	93–117
Maintenance .....	119–129
Overview (accessory box) .....	25
Overview (base unit) .....	24
Overview (code key reader) .....	23
Overview (meter) .....	22
Technical data .....	137
Troubleshooting .....	131–136

**T**

Technical data .....	137
Telephone number (information service) ....	140
Test strip lots	
Storing information .....	61–75
Test strip options .....	108
Test strips	
Applying blood sample .....	41
Applying control solution .....	55
Applying linearity sample .....	82
Applying proficiency sample .....	90
Editing data .....	64–66
Inserting .....	40, 54, 81, 89
Setup options .....	108
Troubleshooting .....	131–136

**U**

Unit (results) .....	107
----------------------	-----

**W**

WLAN .....	151
WLAN security .....	149



**Notes**

**Notes**





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