

# Bringing experience and integration together to improve outcomes

Supporting the path to recovery, the Paracelsus<sup>®</sup> Software from ACT Innovations offers end-to-end chain of custody for drug courts that utilize drug screening test cups or automated testing solutions.

- Allows sample and test randomization and automated participant scheduling
- Provides seamless integration with drug court case management systems
- Documents chain of custody from sample collection to result reporting
- Unlimited reports available including a community drug positivity trend report
- View individual court data or an aggregate report from multiple courts within a system



# Step-by-Step instructions for using Paracelsus with urine drug screen dip-card and cups

#### 1. Select your donor and go to their ORDER ENTRY screen

- If they are in the POOLS DAILY SCHEDULE:
  - Select the Action Icon next to their status and select process order

Donor	Work List	Order List	Result List	Pools	Reports	Admin	Search	Requisitions	ACT Only				1
Daily Schedule	e Pool Schedu	le Pool Setup	Donor List Offe	day Setup									
				Y						1.2		50000	
Search Lis	Name			]							Status	🔽 📾 📥	
									< 12/7/2017 >				or Count: 18
Name -	Dubois,	Ashley		ID#		Gende	r	Color Code	Panel	Agency/SubAgency	Scheduled		
Dubs	McGee.	Patricia						Juno	Main Panel	TM345/TM34	Scheduled	<b>V</b>	
McGee, F								Juno	THC plus CR	test/TA	Scheduled	2	

#### 2. This will take you to your ORDER ENTRY screen

- Select your panel and collector
- You can also enter in your specimen comments or other additional info required here

Vew Mode: Screening 🗸 Screening Analyzer: All Analyzers 🗸			and the second	Current User: Testing1234	E 🛛 9 👂
A VELI TOXICOOF DATA AMAGENETI TOXIC		Name: Angela, Tester Donor DOH: 65/05/1997 Paracelsus ID: 10681	Agency: AAA Agency Donor ID#: 55555 Panel Name: TESTING		
Donor Work List Order List Result List Pools Reports Admin Search Donor Info Order Entry Result History Requesting Party Information					
Agency: Add Anency	Request Pa	rty: Pete, Peterson 👻	Result N	otify: All 🗸	
Subagency: election		Not Scheduled	Schedule	Fest: SUBMIT	
Panel/Assay Sele Available Panels Available Assays			inels/Assays		
Test Panel 13 Panel Cup Test with ETG/EN Samp; K2 10 Panel Clicker Cup AMPK AMPK AMPK AMPK AMPK BAP3 BAP3 BAP2	×	16 Pend Cup Text w 4495 6495 6 CC159 6 CC 7 C 8 C 8 C 8 C 8 C 8 C 9 C 9 C 9 C 9 C 9 C 9 C 9 C 9			
"Collector: Trainer, ACT "Date Collected: 08/12/2020 Time: 3 : 24 PM	Ved:  Yes O No Select Predefined Comment		Screening Fee: \$ 10.00	ollection Only	1
Specimen Comm	SUBMIT ORD	EX.			

#### 3. Your donor will now be found on your WORK LIST

Check the box to the left of their name and select PROCESS ORDER under your list of donors

A WEE TOXICOLOGY DATA Search by Name	MANAGEMENT	TOOL	Reports Admin Search		Current Use	r: TestPara 📃 📗 🖓 🐌
		Accession	Reports Authin Search			
	<b>(</b>		Apha Labs 🗸 🗌 Apha Labs 🗸			Total: 4 📝
Akin, Test	V	0100008332	COC3	ETG5	OXY3	THC5
Holden, James	<b>V</b>	0100008333	x	x	x	х
	<u> </u>		х	х	X	х
Another, Test	V	0100008334		х	х	х
Old, Getting 01000	008335	х	PROCESS ORDER	x	х	х
			PROCESS ORDER CHAIN OF C	USTODY PRINT BARCODE		

#### 4. Your donor will now be found on your ORDER LIST

- Select the Action Icon to the right of your donor's name and put in the results of their test.
- Clicking the green check mark at the top will make all results negative. You can then select which are positive.
- When you are done inputting their results click OVERWRITE RESULT:

lew Mode: Screening 🗸 Screen	ing Analyzer: All An	alyzers 🗸																				Curre	nt user: Te	sting1234		<u>III</u> •	, e
Darac						/			1																		
A Fala	.eisu.	5			/			//																			
A WEB TOXICOLOGY D.	ATA MANAGEMENT TO				//				-																		
									/																		
	er List Result	List Pools	Reports	Admin	Se	sarch																					
site (5) arch List:		F	ilter by: AAA																								
				×1																							
Name ne	Action	Accession	<u>Overall</u>	BAR3 B	ENZ3	BUP10	<u>C30</u>	<u>COC150</u>	<u>COC3</u>	CR	ETG3	FEN2	FEN3	GL	<u>K2</u>	МАМРНК	MDMA	MOP	MOP2000	MTD	NI	OPI2000	<u>ox</u>	OXY1	<u>pH</u>	<u>5G</u>	THC
Angela, 1 Angela, Tester		0100004626	Pending	?				7		2	?		?	?	?		?	?		2	?		?	?	2	?	
Tester,					?	2	2			?	7		7		?	?				2		7	?	2		2	7
Tester, Bi	$\overline{\mathbf{V}}$	0100004627	Pending		2	,			2							,	7		,	2				2			,
	0100004629 F	and the second se								,										,			2	,		,	,
-			· · ·		1	- (	· ·			1	· ·		· · ·		<u>´</u>	· · · ·				1		r i	1	· · ·		· ·	1
Tester, Jeff	0100004630 F	Pending										3															
	SHIT																										
PRINT BARCODE APPROVE R																											
PRINT BARCODE APPROVE R																											_
PRINT BARCODE APPROVE R		nalyzers 🗸					,	, ,														Curre	ent User: To	esting1234	E	11	?
New Mode: Screening 🗸 Scree	ning Analyzer: All As					/	/	//	/													Curre	ent User: Ti	esting1234	E	M) ·	2
Vew Hode Screening V Scree	ning Analyzer All Ar Celsu	S							///													Curre	ent User: Te	esting1234	2	1	2
Vew Mode Screening V Screening	ning Audyzert All Ar Celsu Ata Management t	S																				Curre	ent User: Ti	esting1234	2		2
Kew Model Screening V Scree Parado A VEB TOXICOLOGY I Scarch by Reme	ning Analyzett – All At Celsu Ata Mahagement t Netw	S 1001 ENTRY																				Curre	ent User: Ti	esting1234	2	M 1	7
Aver Nodes Screening V Screeni	ning Audyzert All Ar Celsu Ata Management t	S 1001 ENTRY	Reports	s Admin	Se	earch																Curre	ent User: Ti	esting1234	Q		2
Aver Houte Screening V Screening Aver Touricous of a very tout of a very tout of a very tout of a very tou	All An Analyses All Ad Analyses Al Ad Analyses All Ad Analyses	S 00L ENTRY t List Pools			Se	earch																Qurre	ent User: Tr	esting1234	Ę	M) (	7
Aver Nodes Screening V Screeni	All An Analyses All Ad Analyses Al Ad Analyses All Ad Analyses	S 1001 ENTRY			56	earch																Qurre	ent User: Tr	esting1234	Ę	•••••••••••••••••••••••••••••••••••••••	2
Control Screening Control Scre	All An Analyses All Ad Analyses Al Ad Analyses All Ad Analyses	S 00L EHTRY t List Pools ter by: AAA Agency *	<ul> <li>AAA Agency</li> </ul>	~	Se SENZ3	earch BUP10	(20	<u>COCL50</u>		CR	EIG3	EEN2	EEN3	GL	K2	Мамрик	МДМА	МОР	<u>MOP2000</u>	MID	NI	Curre 0.0912000	ent User: Tr	esting1234	EH	5 <u>5</u>	
Constant Screening V Const Area Torricology ( Saurch by Name Bonor Work List Or note (5)	ning Analyzer: All An CEISU ATA NANAGEMENT TI DecW der List Result	S 00L EHTRY t List Pools ter by: AAA Agency *	AAA Agency	~	<u>BENZ3</u>		<u> </u>	<u>COC150</u>		<u>CR</u> ?	EIG3 ?	EEN2	FEN3 ?	<u>GL</u>	<u>K2</u>	Маменк	MDHA ?	MOP ?	M0P2000	MTD 7	<u>NI</u> ?				RH		
Construction of the second sec	ning Analyzer: All An CEISU ATA NANAGEMENT TI DecW der List Result	S OOL EVITRY R List Pools er by: AAA Agency T Overall AMPS	AAA Agency     AAA Agency     AMIPK     Accessi	BAR3 I	<u>3ENZ3</u> 6	BUP10		COCL59 Resend Order				FEN2	FEN3 7 7		K2 ?	<u>Мамрик</u> 2		<u>мор</u> ?	MOP2000	<u>МТР</u> ? ?	NI ?				RH	56	
Are Holds Soreening V 2000 Are Holds Foreing V 2000 Are Holds Holds Holds Holds Sourch by Harre Work List Or etc (5) Areada. Tester Tester, Ales	All ACCESSION ATA MANAGEMENT T ATA MANAGEMENT T Result der List Result Accession Accession Accession Result	S 001 EFITRY E List Pools Ser by: AAA Agency - Oxecrall AMPS sult Fag	AAA Agency     AMPK     Access	BAR3 I	<u>3ENZ3</u> 6	BUP10	Ret	Resend Order turn to WorkList		?		FEN2	?		?			<u>MOP</u> ?	MOP2000	MTD ? ?	<u>NI</u> ?		<u>ox</u> ?		RH	<u>56</u> ?	
Are floor Sereeving V Screeving Arefs for Colored Sarch by Hame Sarch by Hame Arefs for Colored Work List Origination Action Action Action Action Action Action Tester, Altrany	ATA ANAGEMENT T TATA MANAGEMENT T MANAGEMENT T TATA MANAGEMENT T T	S OOL EVITRY ELLIST Pools SCYCETAIL ADA Agency ' Oxecrall AMPS sult Fag V Negative Veccord	AAA Agency     AMPK     Access	BAR3 I	<u>3ENZ3</u> 6	BUP10	F Ret R	Resend Order turn to WorkList Request Result		?		FEN2	?		?			<u>Mop</u> ?	NOF2000 7	<u>мпр</u> ? ? ? ?	<u>NI</u> ?		<u>ox</u> ?		RH	<u>56</u> ?	
Area Jodel Screening V Scree Parallel Screening V Scree Artis Totilicology T Screening V Screening V Screening V Screening V Screening V Screening V Screening V Screening V Screening V Screening V Screening V Screening V Screening V Screening V S	Ang Asayeer Al Adams Celsue Ala Kahagelehi T Inter Inter Inter Assay Res Assay Res Assay Res Assay 2 Assay 7	S 001 EFITRY E List Pools Ser by: AAA Agency - Oxecrall AMPS sult Fag	AAA Agency     AMPK     Access	BAR3 I	<u>3ENZ3</u> 6	BUP10	F Ret D	Resend Order turn to WorkList Request Result verwrite Result		?		FEN2	?		?			<u>Мор</u> 2	<u>MOF2099</u> 2	<u>МТР</u> ? ? ? ? ?	<u>NI</u> ?		<u>ox</u> ?		RH	<u>56</u> ?	
Area Holds Screening V Screening Area Totalication Sauch by Kanos Sauch by Kanos Bonor Work List Or Area Screening Action Area Scr	Ana Avalyzer All Advances All Advances All Advances A	S OOL EVITRY ELLIST Pools SCYCETAIL ADA Agency ' Oxecrall AMPS sult Fag V Negative Veccord	AAA Agency     AMPK     Access	BAR3 I	<u>3ENZ3</u> 6	BUP10	Ret Ret De	Resend Order turn to WorkList Request Result		?		FEN2	?		?			<u>MOP</u> ?	NOF2000 ?	<b>MID</b> ? ? ? ? ?	<u>NI</u> ?		<u>ox</u> ?		RH	<u>56</u> ? ?	
Area I out (Color of the Color	ATA MAAGEMENT T ATA MAAGEMENT T ATA MAAGEMENT T ATA MAAGEMENT T AASay Result AASay RESULT AASA	Soll entrary et List Pools cr by: AAA Agency Oxceral AMES	AAA Agency     AMPK     Access	BAR3 I	<u>3ENZ3</u> 6	BUP10	Ret R Dr De	Resend Order turn to WorkList Request Result verwrite Result elete Accession		?		FEN2	?		?			<u>MOP</u> ?	NOF2009 ?	MID 2 7 7 2 7 2	<u>NI</u> ?		<u>ox</u> ?		RH	<u>56</u> ? ?	
Area Look Screening V Care Area Look Color Saarch by Name Constr. (5) Bener Work List Or Area Look Look V Area Look Look V Area Look Look V Tenter, Alert Tenter, Hertany Tenter, Hertany Tenter, Hertany Tenter, Hertany Tenter, Jeff	Also         All Addition           Also         All Addition           Also         All Addition           Also         Result           Addition         Result           Addition         Resolution           <	S 001 DETUX LL LL Pools To by: AAA Agency v Oxecal A1PS with P 0 € Detux Nerman Nerma	AAA Agency     AHIEK     Access	BAR3 I	<u>3ENZ3</u> 6	BUP10	Ret Ret De E	Resend Order turn to WorkList Request Result verwrite Result elete Accession Delete Assays		?		FEN2	?		?			<u>HOP</u> ?	M0P2099	нтр ? ? ? ?	<b>NI</b> ?		<u>ox</u> ?		RH	<u>56</u> ? ?	
Area Look Screening V Care Area Look Color Saarch by Name Constr. (5) Bener Work List Or Area Look Look V Area Look Look V Area Look Look V Tenter, Alert Tenter, Hertany Tenter, Hertany Tenter, Hertany Tenter, Hertany Tenter, Jeff	ATA MAAGEMENT T ATA MAAGEMENT T ATA MAAGEMENT T ATA MAAGEMENT T AASay Result AASay RESULT AASA	S 001 OTHER E LLHE Pools TO Typ: AAA Agercy - Oxecrall AMPS Constraint Tagetifte Constraint Co	AAA Agency     AHIEK     Access	BAR3 I	<u>3ENZ3</u> 6	BUP10	F Ret On De I	Resend Order turn to WorkList Request Result verwrite Result elete Accession Delete Assays Print Barcode Add Assays Edit Collection		?		FEN2	?		?			<u>HOP</u> ?	<u>HOE2000</u>	HID 2 7 7 7 7 7	<b>NI</b> ?		<u>ox</u> ?		RH	<u>56</u> ? ?	<b>7</b> 1HC ? ? ?
And Model Screening V Care Parallel Screening V Care Artist Iotuciology I Saarch by Hame Company V Nerk List Or Verke (5) Sarch by Kare Artist Iotuciology V Sarch List Careford Jackson Tester, Heritary Tester, Heritary Tester, Jeff Tester, Jeff Tester, Jeff Tester, Jeff	Also         All Addition           Also         All Addition           Also         All Addition           Also         Result           Addition         Result           Addition         Resolution           <	S 001 DETUX LL LL Pools To by: AAA Agency v Oxecal A1PS with P 0 € Detux Nerman Nerma	AAA Agency     AHIEK     Access	BAR3 I	<u>3ENZ3</u> 6	BUP10	F Ret On De I	Resend Order turn to WorkList Request Result verwrite Result elete Accession Delete Assays Print Barcode Add Assays		?		EEN2	?		?			<u>HOP</u> ?	HOP2099 ?	нпр 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	<b>NI</b> ?		<u>ox</u> ?		RH	<u>56</u> ? ?	

- 5. Once you click OVERWRITE RESULT, you will see their results on the ORDER LIST.
  - Now select the checkbox to the left of their name and click on APPROVE RESULT below your list of donors.

	Search nor Work	TOXICOLOGY by Name	cels DATA MANAGEN	us	8	R	Reports	Admin	Sea	rch																Current Us	er: Testing1	234		2
and the	ch List:			Filter by:	AAA Agency	✓ AAA J	Agency 💙																							7
	Name	Action	Accession	Overall	AMP5	АМРК	BAR3	BENZ3	BUP10	<u>C30</u>	<u>COC150</u>	<u>COC3</u>	CR	ETG3	FEN2	FEN3	GL	<u>K2</u>	МАМРНК	MDMA	MOP	MOP2000	MTD	NI	<u>OP12000</u>	<u>ox</u>	OXY1	pH	<u>56</u>	THCS
	Angela, Tester	V	0100004626	Positive	Manual		Manual				Manual		Manual	Manual		Manual	Manual	Manual		Manual	Manual		Manual	Manual		Manual	Manual	Manual	Manual	
	Tester, Alex	V	0100004627	Negative		Manual		Manual	Manual	Manual			Manual	Manual		Manual		Manual	Manual				Manual		Manual	Manual	Manual		Manual	Manual
	Tester, Brittany	V	0100004628	Pending		7		7	7			7							7	?		?	7				7			2
	Tester, Hester	<b>V</b>	0100004629	Pending		?		7	7	7			7	7		7		7	?				?		7	?	?		7	2
	Tester, Jeff	<b>V</b>	0100004630	Pending											7															
	PRINT BARCODE	APPROVE	RESULT		5																									

- 6. Your donor will now be in your RESULT LIST.
  - Check the box to the left of their name and click PRINT REPORT.



#### **Example Report:**

Accession: 0100004626, Donor: Angela, Tester, Collected on: 08/12/2020 3:24PM

## SOUTHWEST LABS

TC CLIA# 123456ABC

Contact: Jim Binion

Email: helpdesk@actinnovations.com

#### **Test Result Final Report**

Printed on: 08/12/2020 4:45PM

	Don	or Information	
Donor Name:	Angela, Tester	Accession:	0100004626
DOB:	05/05/1997	Agency:	AAA Agency
ID#:	555555	Sub Agency:	AAA Agency
Collection Date:	08/12/2020 3:24PM	Approved Date:	08/12/2020
Collected By:	Trainer, ACT	Approved By:	Testing1234 Testing1

5	Screening Results	
Test	Result	Cutoff
Barbiturate	Negative	>= 300 ng/mL
Cocaine	Negative	>= 150 ng/mL
Ethyl Glucuronide	Negative	>= 300 ng/mL
Fentanyl	Negative	>= 300 ng/mL
Glutaraldehyde sample adulteration	Negative	>= ng/mL
Nitrite sample adulteration	Negative	>= ng/mL
Oxycodone	Negative	>= 100 ng/mL
Amphetamine	Positive	>= 500 ng/mL
Ecstasy	Negative	>= 500 ng/mL
Methadone	Negative	>= 300 ng/mL
Morphine	Negative	>= 300 ng/mL
Synthetic Cannabinoids	Negative	>= 50 ng/mL
Creatinine	Abnormal	< 20 mg/dL
General Oxidant	Negative	> 50 ug/mL
pH	Negative	< 4.5 OR > 9
Specific Gravity	Negative	1.002 - 1.030

Name

Date

Advanced Computer Technologies

### Find out more at thermofisher.com/drugcourts

For more information or support, please visit our ACT Helpdesk Website at www.actinnovations.com/, or email us at helpdesk@actinnovations.com, or contact us by phone at 1-888-549-9880.

\*For US criminal justice and forensic use only.

Testing by cups and dipcards provides a preliminary analytical test results only. A more specific alternative chemical method such as LC-MS/MS or GC-MS must be used in order to obtain a confirmed analytical result.

© 2020 Thermo Fisher Scientific Inc. All rights reserved. All trademarks are the property of Thermo Fisher Scientific and its subsidiaries unless otherwise specified. Paracelsus is a registered trademark of ACT Innovations. CDD-FR-MTL-0227

