



**STERI***SIMPLE*<sup>TM</sup>  
*Reprocessing. Simplified.*

**STERISPORE**<sup>TM</sup>  
User Manual

## STERISPORE User Manual

STERISPORE is software designed to record the signals from the **3M Attest Auto-Reader 390 or 490**. It monitors incubation of up to 10 spore vials per test and saves and organizes the results of up to 10 spore tests per day, with each test being verified by a team member. It can track up to 90 processed spore vials per day.

The results are stored and can be printed immediately, if desired. The results of each test can be combined with daily summaries of each sterilizer, produced with STERIREADER for a concise, one-page daily report of your sterilization performance.

This manual will review the basic settings of STERISPORE and review the day to day use of this software.

This is the User Interface or Main Screen of STERISPORE software.



## General Settings.

The general settings will be configured for you when we remotely install STERISPORE24 on your network. Configuration should only need to occur once, however, as you become more familiar with the operation of this software, you may find that certain configurations may need to be altered.

Within the Settings tab in the main menu bar, are the following:

<b>Help</b>	Clicking this will activate the online Help website.
<b>Select Destination</b>	This is the location where the spore test results are to be saved. They can be saved locally, on the device running the software, or on another device on your network, or on your server.
<b>Update User List</b>	This is a list of team members who would verify the results of the spore tests. You can add, remove or change spelling here. There is no limit to the size of this list. Please limit the number of characters to 10.
<b>Locate Instrument Usage Database</b>	You will be prompted to locate the <b>drive</b> where the Instrument Usage Database is stored (produced by STERIRECALL). STERISPORE will automatically produce a recall report if a spore test fails. If you click this, you <b>must</b> select a drive. Do not click this if you are not using STERIRECALL. If saved on your server, you likely have a specific folder set for SteriSimple; that is the folder to click on.
<b>Locate Cycle Logs from SteriReader</b>	You will be prompted to locate the <b>folder</b> where the Cycle Logs are stored. Please find its location and click on the folder called <b>Cycle Logs</b> .
<b>Select Printer</b>	If you check the <b>Auto Print</b> checkbox in the menu bar, you will be asked to select a printer to print the results of the spore test as soon as you hit <b>Verify and Save</b> . You can select from all local and network printers associated with the device running STERISPORE.
<b>Select Auto-Reader</b>	This will be either version 390 or version 490.
<b>Set IP Address</b>	Your Auto-Reader will have a different IP address, depending on if it is plugged directly into your PC (in which case it will be 10.10.5.15), or if it is plugged into an ethernet jack elsewhere on your network. To determine the IP address, go to your Auto-Reader and hold the "?" button down for 2s, then press it again: your IP address will be on the top line. Enter this into the textbox then hit Save.
<b>Sterilizer List</b>	Indicate your sterilizers and cycle types or modes. Please refer to each sterilizer by a single letter, with a space on both sides. For example, if you have two Pelton sterilizers, refer to them as " A " and " B. " Assign the wells as follows: Well 1: PELTON A WRAP Well 2: PELTON A PLAS Well 3: PELTON B WRAP Well 4: PELTON B PLAS etc.

## General Settings, continued . . .

- PCD Defaults** Indicate the position where the PCDs should be placed, corresponding to the above cycles. Each sterilizer has a recommended position for placement of a PCD. Again, it is crucial to be consistent; always place the PCD in the recommended position for your sterilizers.
- Set Software Update Schedule** STERISPORE will check for updates each time it is opened, and at specific points each day and month. However, you may also elect to set a scheduled task that will look software updates. The software *needs to be running* for this task to occur. Select from the pull-down boxes: select **Daily** or **Weekly** (it is best to select **Weekly**), select the **Day** of the week and set the **Time** to perform the update. Hit **Set** when finished. You can disable this task at any time by hitting **Disable**. Updates will be downloaded and installed automatically when you close the software, or at particular points each month.
- Set Back-Up Schedule** This is another scheduled task that will back-up the spore test results. The software *does not need to be running* for this to occur. If you choose to back-up to a USB or external hard drive, please ensure that one is installed to your device before setting this task. Use the pull-down boxes to indicate the **Destination Drive**, **Daily** or **Weekly** (it is best to select **Daily**), then set the **Time** and hit **Set**. The task will back-up the Overall Spore Test Results to the specified destination. When a back-up occurs, a black DOS screen will show for a few seconds. You can disable this task at any time by hitting **Disable**.
- Send an Alert** This function will send a text or email to you automatically in the result of a failed spore test, or when a spore test is verified. It is a summarized, short message. You must check with your email provider to determine the "port" and "host" settings; these are usually found online. NOTE: your email provider may charge you up to \$0.30 to send a text message, whereas an email is free.
- Report a Bug** Here, you can enter information regarding bugs or glitches you may have encountered. Consider adding your phone number for a faster response, then hit **Submit** when finished. Please *do not* use this function to ask questions regarding this software.
- Send to Gmail** You can send spore test results to a gmail account, which is free off-site storage. Spore test results are not sent as an attachment to the email, but rather as the text of the email, so it cannot be altered. Consider making a gmail account strictly to receive reports from SteriSimple. For it to work, go to the Security tab within your gmail account and ensure that **Less secure app access** is **On**. You may need to change your password at this time. Test this function by clicking the Test button.
- View Results** Select a date to view saved spore test results and print them if you need to.

## General Settings, continued . . .

### Manually Enter System Codes

This function allows you to upload monthly activation codes if you're running STERISPORE24 on a computer without internet connection. Of course, this is not the preferred method; internet connectivity is preferred. Codes will be emailed to you as needed. Download the zipped folder and drag it into the textbox as indicated. Click Go and the software will install the codes automatically.

### Manually Enter Software Updates

This function allows you to install updates if you're running STERISPORE24 on a computer without internet connection. Of course, this is not the preferred method; internet connectivity is preferred. A zipped folder with software updates will be emailed to you. Download the zipped folder and drag it into the textbox, then click Go. The updates will be installed automatically. You will need to restart STERISPORE24 when completed.

## Other Functions on the Main Menu Bar.

### Back-Up Now

Clicking this will execute the scheduled back-up task defined in Settings (Set Back-Up Schedule). If you do so, the scheduled back-up will still occur. Consider doing this if the device will be off when the scheduled back-up would otherwise occur.

### About

This displays which version of STERISPORE24 you're running and whom it's registered to.

### Auto Print

This function will cause the saved spore test to print as soon as it is verified.

## Update Users.

Press this button, located on the main screen, to update team members who would verify results of spore tests.

You can enter as many names as needed, but please use first names only, or unique identifiers.

Names will be trimmed to 10 characters. Any spaces mid-name will be removed as they are saved.

## Day to Day Use.

These are the steps for day to day use of STERISPORE software:

1. Activate the software by double-clicking the SteriSpore icon.
2. Hit **Connect**. You will be notified on screen that the software is reading information from your Auto-Reader.
3. Place your processed spore vials in the assigned wells. Place a control in the control well(s). A count down will be displayed on screen. This will begin one test.
4. When all of the vials in your test have elapsed, the status of each well will indicate **PASS** or **FAIL**. Select your name from the **Verified By** box then hit **Verify + Save**.
5. You can activate the software again if you need to run another test.

-----Do not hit **Verify + Save** unless all incubations in the test have elapsed.-----

### **If using Auto-Reader version 390:**

This version will allow wells 1-5 and wells 6-10 to be set for different spores (1291 and/or 1292).

If the spores for wells 1-5 are not the same as for wells 6-10, then:

**Use a control in well 5 and well 10.**

If the spores for wells 1-10 are all the same, then:

**Use a control in well 10 only.**

### **If using Auto-Reader version 490:**

This version uses the same spore for all wells.

**Use a control in well 10 only.**

If you've checked the **Auto Print** checkbox in the menu bar, the results will be printed as soon as you click **Verify + Save**.

## Accessing Saved Data.

Results of each spore test are saved in your Destination Drive and also in gmail if that function has been set.

Under Settings (View Results) select a date and if there are test results for that date, they will appear on screen.

You may print the results by clicking 'Print' or they can be auto-printed from now on by checking 'Auto Print' on the menu bar of the main screen.

Results may also be merged with daily sterilization summary reports from STERIREADER. The spore test results will appear at the top of the report.