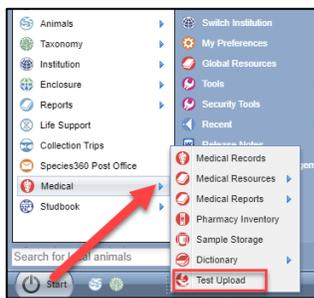


TEST UPLOAD

Test Upload functionality helps you save time and reduces data entry errors by allowing you to upload your Test results directly from the lab into the ZIMS Test Results module.

Contact support@Species360.org

A few notes about Test Upload in ZIMS:



Test Upload is found under Start >Medical > Test Upload. If you use this often you can drag it to the desktop.

ZIMS assumes that you will use the same supported lab consistently and therefore will save the previously used lab as your default. Types of tests that can be uploaded are correlated with which Lab you are using. See [Global availability for more information](#).

Uploading Test Results to a ZIMS medical record is a three-step process:

1. Step 1 - Import tests for processing
2. Step 2 - Link the imported tests to ZIMS Samples
3. Step 3 - Upload results to create a ZIMS Tests & Results record

Topics Covered

[Global Availability and Formatting](#)

[Video Overviews](#)

[Step 1 Importing Results](#)

[IDEXX VCP or Antech Diagnostics](#)

[Gribbles Australia](#)

[Gribbles New Zealand](#)

[Step 2 Linking Results](#)

[Step 3 Uploading Results](#)

[Undo Versus Data Entry Monitor](#)

[Understanding the Test & Results Grid](#)

[Import Status](#)

Global Availability and Formatting

For Antech and Gribbles Laboratories:

Only Hematology and Chemistry results can be uploaded.

IDEXX

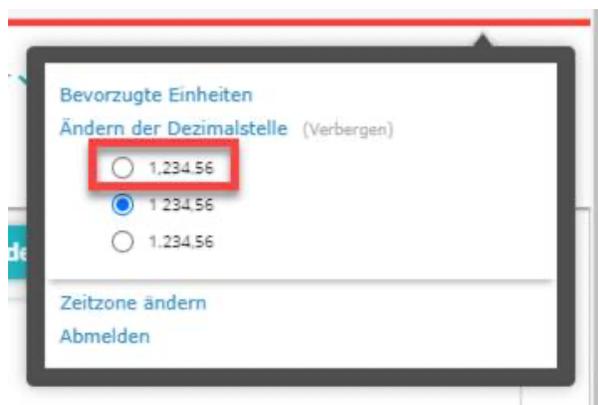
For IDEXX Laboratories, Hematology and Chemistry, Endocrinology, Microbiology, Molecular diagnostics such as PCR, Pathology, Toxicology, and Urinalysis results can be uploaded.

A note about decimal format

If your region uses a comma decimal separation convention, please carefully review how the data is imported into ZIMS via the Test Result Upload module. In most cases, the data will be correct, but we have identified one region where some imported values are off by X1000 greater than expected (example: an absolute eosinophil count of $0,345 \times 10^3 / \text{uL}$ is interpreted as 345,00 cells/uL instead of 3450 cells/uL).

If you see this error, you should update your IDEXX preferences to use the conventional preference, typical for North America, for decimal/comma number formatting.

This is a change that must be made in your IDEXX Vet Connect profile before attempting to upload data into ZIMS. Doing this will ensure your data is accurate.



IDEXX Test Upload is currently available for members in Netherlands, Australia, Canada, France, Germany, United Kingdom and the United States. The feature is setup to support members in Nordic countries, and we ask members to reach out to us at support@species360.org to help us move forward in your region. As IDEXX expands to support additional regions with Vet Connect Plus, ZIMS will support that integration as well.

STEP 1 - IMPORTING RESULTS

*To access Test Upload, use the path: Start>Medical>Test Upload

IDEXX Vet Connect Plus or Antech Diagnostics Clients:

The first time you import results from IDEXX or Antech, you will retrieve the last 2 weeks of data. Every subsequent login will import a maximum of 14 days of new results. If you use the ZIMS test upload feature infrequently, we recommend that you set a reminder to import data to ZIMS every 2 weeks to ensure all data is available. If you DO NOT import data at least every two weeks there could be gaps in your data.

Importing IDEXX Laboratories or Antech Diagnostics Test Results

1. Select IDEXX Laboratories or Antech Diagnostics from the list.

2. Enter your IDEXX Vet Connect Plus or Antech Lab Clinic ID and account Username and Password.
These are provided by IDEXX or Antech, not Species360.
3. Select the Import Results button.

The results will be displayed in the Imported Tests and Results grid below the data validation screen. Any rows with invalid data or unsupported tests will display with a red or yellow icon in the Status Column. You can hover your mouse cursor over these icons and a black box will appear, explaining why it was invalid or unsupported.

Tip: If you have questions about this message, this is a great place to take a screen shot with the message displayed, to share with your member services representative.

<input type="checkbox"/>	Status	Date Analyzed ▾	Laboratory	Patient/Sample Info from Lab	Test Category
		Sep 02, 2020	IDEXVTCCT	MNEWT1 / EMPEROR NEWT; Unknown Sample / 2020-09-02T00:00:00.000Z	Parasitology
Panel cannot be imported as it contains no supported tests.					
		Sep 02, 2020	IDEXVTCCT	2142 / PREVOSTS SQUIRREL; Serum / 2020-09-02T00:00:00.000Z	Chemistry

If you have accumulated a large number of test results that you do not intend to link to samples and upload to ZIMS, you may choose to delete them from the Test Result Upload list. This may be particularly helpful if the screen is loading very slowly.

If you have already entered the results manually, and they are listed as “not supported”, or are “invalid and cannot be uploaded,” you may choose to delete records imported on or before a specified date using the Delete Results area in the top righthand area of the screen.

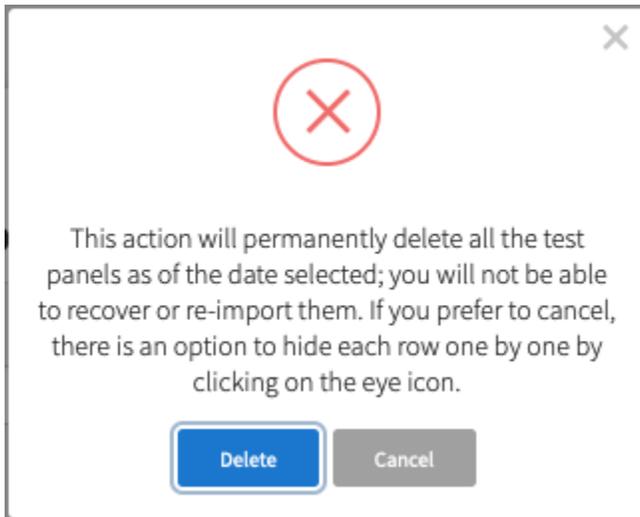
Delete results imported on or before:



 **Delete Results**

Note: when using this option, the following notice will be displayed, informing you that you **cannot reimport these records into ZIMS Test Upload.**

This action will permanently delete all the test panels as of (before) the date selected; you will not be able to recover or re-import them.



Another option: If you do not want to remove these panels permanently, select “Cancel,” and there is an option to hide each row one by one by clicking on the “eye” icon in the “Actions” column.

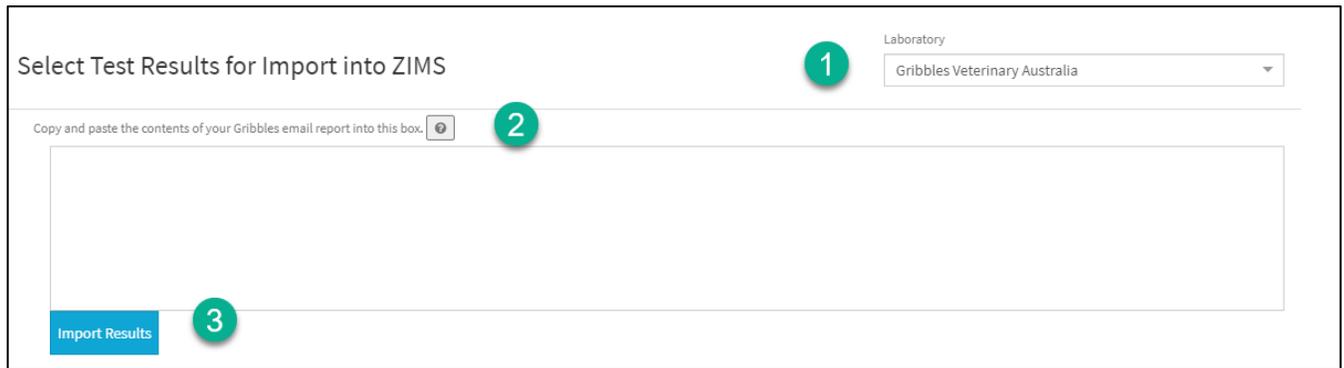
Actions	Clinician
 	Requested by: LIMOGES

For Gribbles Veterinary Australia Clients:

Note, CBC results will display out of order. If you do not want to view their results in that way, we recommend that you only upload the chemistry values until we can address the test order.

Additionally, we can only support email results from one date. If you have an email with

historical trend data, or a duplicate set or results from the same date, it will not upload correctly, and you should enter those results manually through the dashboard.



1. Select Gribbles Veterinary Australia from the dropdown list in the top right corner.
2. Copy and paste the COMPLETE contents of the email you received from Gribbles into the box labeled 2 in the image above. Select the question mark for details on how to do this (or see below).
3. Click the “Import Results” button. (Bottom left)

Detailed Instructions on how to Copy and Paste the contents of the Gribbles Email

Microsoft Outlook Instructions

- Open the email from Gribbles
- Click anywhere in the email
- On the keyboard, press Ctrl-A (Windows) or Command-A (MAC OS). This will select the entire email.
- On the keyboard, press Ctrl-C (Windows) or Command-C (MAC OS). This will copy the entire email.
- In the Test Upload Module, select Gribbles Veterinary Australia
- Click in the Paste Box. On the keyboard, press Ctrl-V (Windows) or Command-V (MAC OS)

Google Gmail

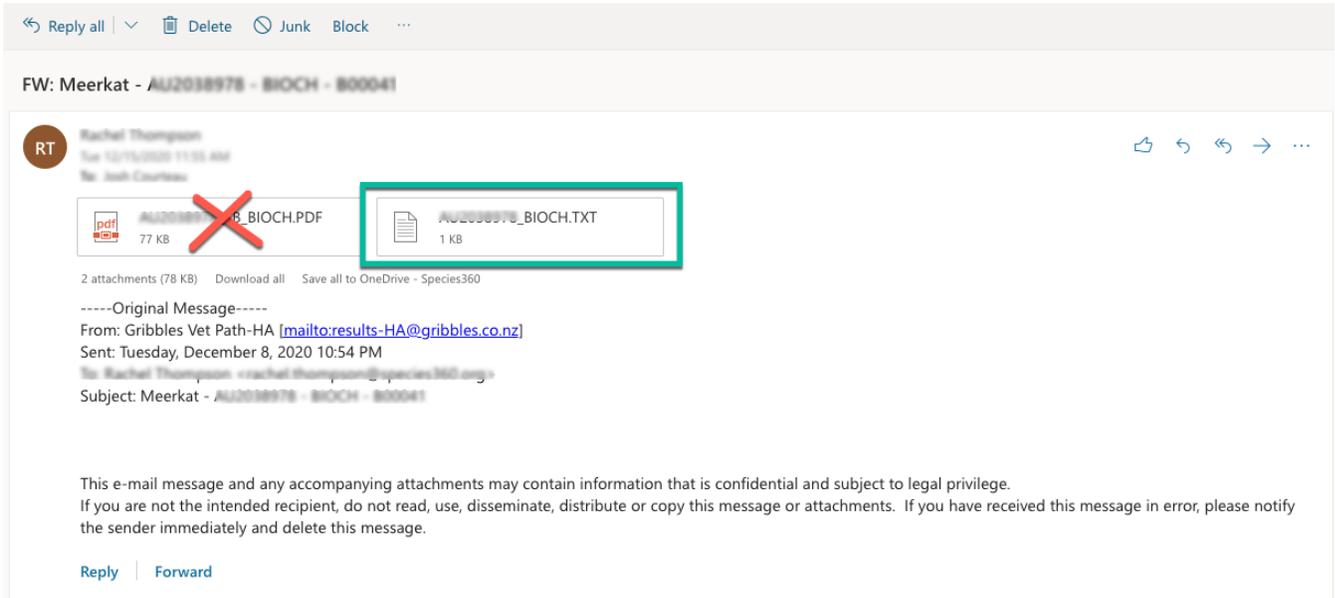
- Open the email from Gribbles
- Highlight the entire email from Gribbles
- On the keyboard, press Ctrl-A (Windows) or Command-A (MAC OS). This will select the entire email.
- On the keyboard, press Ctrl-C (Windows) or Command-C (MAC OS). This will copy the entire email.
- In the Test Upload Module, select Gribbles Veterinary Australia
- Click in the Paste Box. On the keyboard, press Ctrl-V (Windows) or Command-V (MAC OS)

The results will be displayed in the Imported Tests and Results grid below the data validation screen. Any rows with invalid data or unsupported tests will display with a hover over message providing additional details (see additional images below).

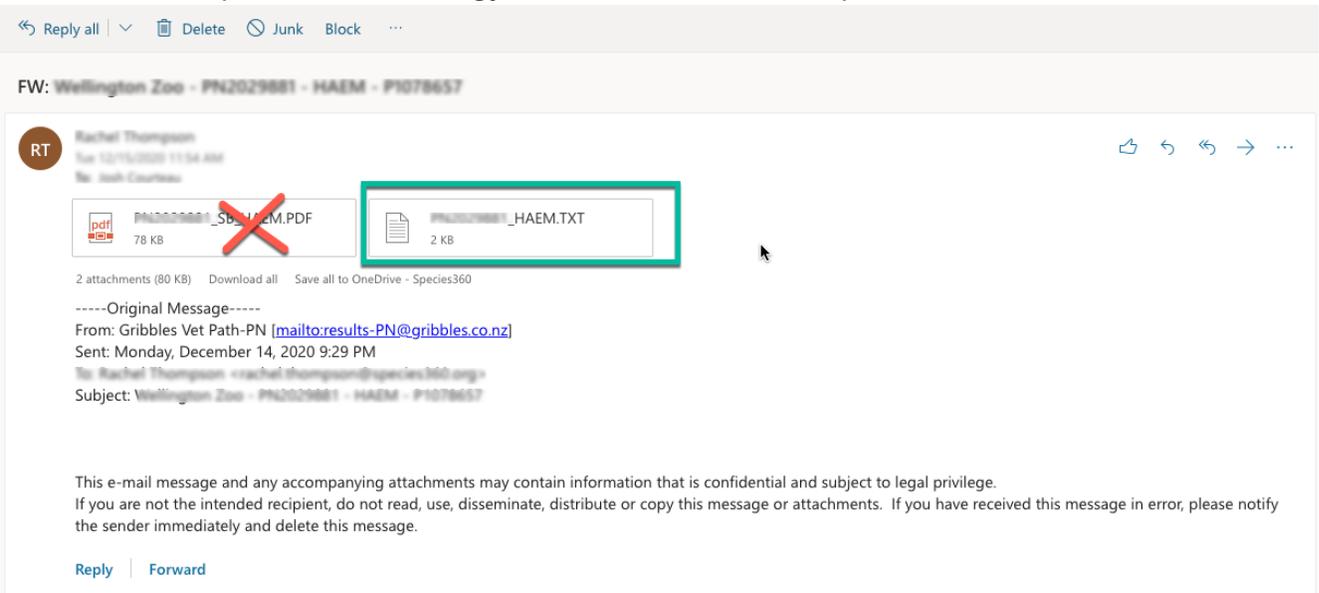
For Gribbles Veterinary New Zealand Clients:

Note: "Save" and upload" the TXT file, not the PDF.

Here's an example of a chemistry test result list email report:



Here's an example of a hematology test result list email report:



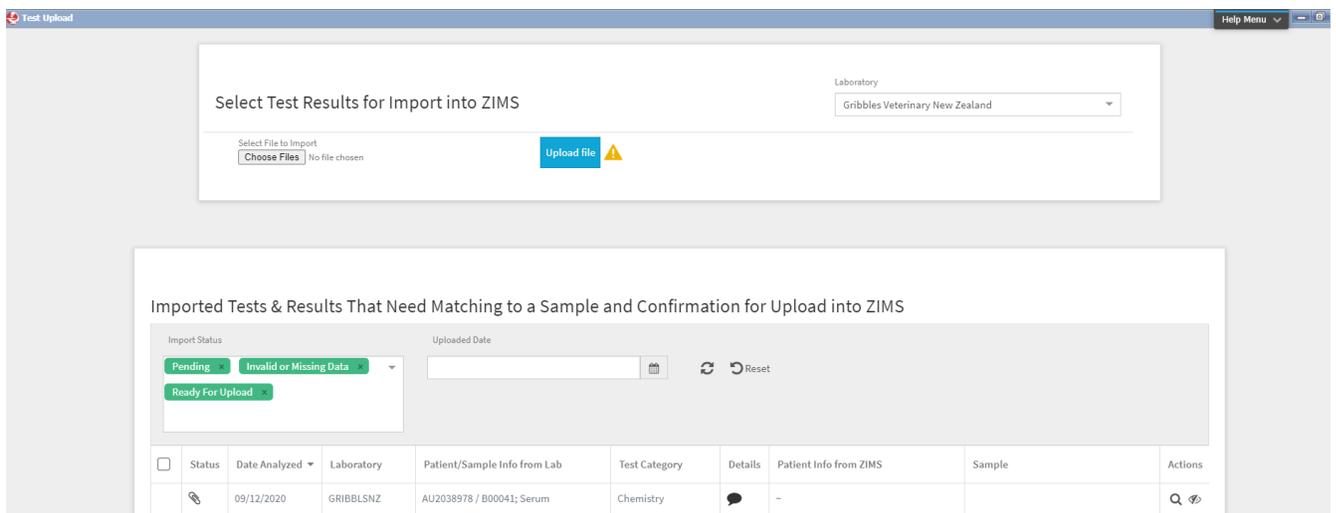
Select Test Results for Import into ZIMS

Select File to Import

AU2038135_CHEM.TXT



Each TXT file uploaded will populate in the grid below:



The screenshot shows the 'Test Upload' window. At the top, there's a form titled 'Select Test Results for Import into ZIMS' with a 'Laboratory' dropdown set to 'Gribbles Veterinary New Zealand'. Below this is a file selection area with 'Choose Files' and 'Upload file' buttons, and a warning icon. The main area displays 'Imported Tests & Results That Need Matching to a Sample and Confirmation for Upload into ZIMS'. It includes filters for 'Import Status' (Pending, Invalid or Missing Data, Ready For Upload) and 'Uploaded Date'. Below the filters is a table with the following data:

<input type="checkbox"/>	Status	Date Analyzed	Laboratory	Patient/Sample Info from Lab	Test Category	Details	Patient Info from ZIMS	Sample	Actions
<input type="checkbox"/>		09/12/2020	GRIBBLSNZ	AU2038978 / B00041; Serum	Chemistry		~		 

[Back to Topics Covered](#)

STEP 2 - LINKING RESULTS

If you have a Sample Already Recorded in ZIMS Medical:

If you have already created a sample in ZIMS Medical, you can link this to a Test Result now.

Start by clicking on the “magnifying glass” icon in the Actions column.



This close-up shows a row from the table. The 'Test Category' is 'Hematology'. The 'Details' column contains a speech bubble icon. The 'Patient Info from ZIMS' column contains a tilde (~). The 'Actions' column contains a magnifying glass icon and a link icon. To the right of the magnifying glass icon is the text 'Requested by:'.

Note: If you haven't yet created a sample in ZIMS Medical, [start here](#).

Collected Samples × 1/4 records selected +

Filters

Collection Date
All dates on or before 8/31/2020

Sample Type
Serum

Animal
4933/Felis catus/Dom...

Taxonomy
Search taxonomy

Include taxon below

Collected From
 All
 Antemortem
 Postmortem

Show available samples only

Reset to Default Search Page 1 of 1 Page Size 50 Change

Sample Type
Whole Blood / Heparin

Animal ID/GAN	Taxonomy	Sample Type	Collected Date/Time	Sample GSN/ID	Stored
4933 / SBM14-00864	Felis catus / Domestic cat (breed unspecified)	Serum	Mar 13, 2014 12:00 AM	S-SBM14-197642	0
4933 / SBM14-00864	Felis catus / Domestic cat (breed unspecified)	Serum	Mar 13, 2014 12:00 AM	S-SBM14-197645	0
4933 / SBM14-00864	Felis catus / Domestic cat (breed unspecified)	Serum	Nov 13, 2015 12:00 AM	S-SBM15-203148	0
4933 / SBM14-00864	Felis catus / Domestic cat (breed unspecified)	Serum	2016	S-SBM16-205008	0

Link Sample to Test Record Close

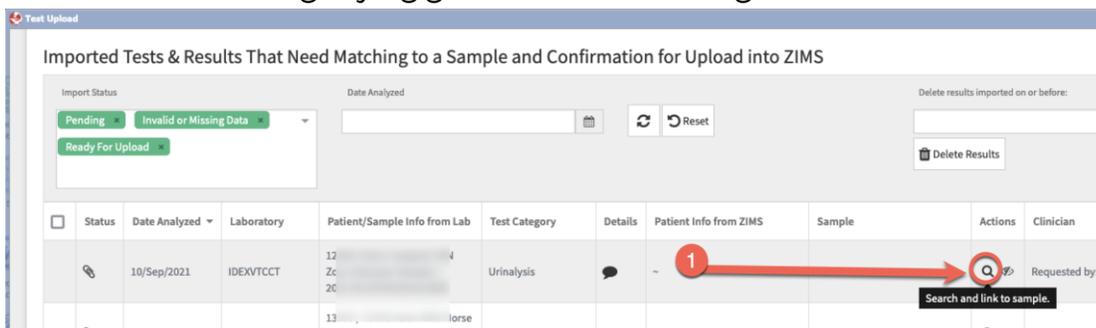
1. Use the expandable filter box to find the Sample record.
2. Select the desired Collection Date. It will default to samples collected within the last 7 days. If a Sample has already been entered, you will just need to select it and link to the Test record. If you do not see your Sample, you should modify the filters. If the Sample has not been added yet you can click on the “plus sign” icon at the top of the window to create a new Sample record (see [Sample Not Yet Recorded below](#)).
3. The Sample Type will default based on the Test Category. Hematology will default to whole blood; chemistry will default to serum and plasma.
4. Find the animal by Local ID, GAN or Taxonomy.

5. Select Antemortem or Postmortem collection. The default is both.
6. You can select to see only Samples that are Available.
7. Once you have set your filter parameters continue to the bottom of the window and click “Search.”
8. The results will be displayed on the right-hand side.
 - a. Note, if Samples were collected within the last 7 days but were collected AFTER the date the test analysis was done by the lab, that Sample will not be available for selection. (Check the date in the Zims record to resolve this)
9. Select/Check the appropriate Sample.
10. Click on the “Link Sample to Test Record” Button in the bottom right-hand corner
11. Note, if you have additives for the sample registered in the Sample Record, this will display along with the sample type.

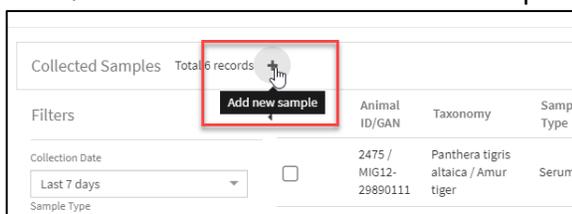
Sample Not Yet Recorded

If you haven't yet added a sample in ZIMS Medical to link to your Test Result, you can add one right from the Test Upload tool.

- 1) Select the magnifying glass icon from the righthand “Actions” column.



- 2) Then select the Add new sample “plus sign” icon.



- You will be taken to the ZIMS Medical “Add Sample” screen. Follow the typical workflow to enter a new Sample.

Add Sample 2142/Prevost's squirrel/MIG12-29856040/Male/Filbert/104 804 633 F4

Details

Save & Close Favorite Samples Please Select

Single Animal ID Multiple Animal IDs

Select Animal ID *

2142/Callosciurus prevo... x

Collection Date * Time Local Sample ID

Aug 31, 2020 12:00 AM

Collected By

Pre-Sampling Conditions

Fasting Duration * Activity

< 2 hours Low acti

Restraint Type *

Physical

Initial Holding Conditions

From this sample creation screen, you can use any of the “favorite samples” already created to save yourself time. See [Creating and Using Samples](#).

- Your newly created Sample should now populate in the righthand side of the pop-up window. In Test Upload, below the “Plus sign” icon. (If you do not see your sample, adjust the filters on the left and click “Search.”)

Now, check the appropriate box and select Link Sample to Test Record.

Collected Samples x 1/1 records selected +

Filters	Animal ID/GAN	Taxonomy	Sample Type	Collected Date/Time	Sample GSN/ID	Stored
Collection Date Custom date range 1/9/2021 2/9/2021 Sample Type Urine	<input checked="" type="checkbox"/> 4 2142/740	Panthera pardus orientalis / Amur leopard	Urine	02/Sep/2021 00:00	S-RCV23-131144	0

Reset to Default Search Page 1 of 1 Page Size 20 Change 01-1 of 1

Link Sample to Test Record x Close

Remember: The Sample collection date must be BEFORE the date the tests were analyzed. If it is not, go back to the ZIMS Medical sample screen and adjust the date and come back to this screen and click “Search.”

Responsible Clinician

Once results are linked you will return to the main test upload page.

Now the name of the responsible clinician (provided by the lab) will be displayed in the last column. This can be changed as needed to the staff associated with the record in ZIMS via a dropdown menu in the “Clinician” column.

Note: You will only see this drop down after a sample has been linked.

Test Category	Details	Patient Info from ZIMS	Sample	Actions	Clinician
Chemistry/Chemistry					Requested by: DR. Name From Lab as360 Member Support
Hematology		~			Requested by: DR. Name From Lab

1 - 20 of 498



It is important to accurately identify the clinician here to have the review/approve options in the ZIMS Medical Dashboard populated properly.
[More on reviewing tests in the ZIMS Medical Dashboard here.](#)

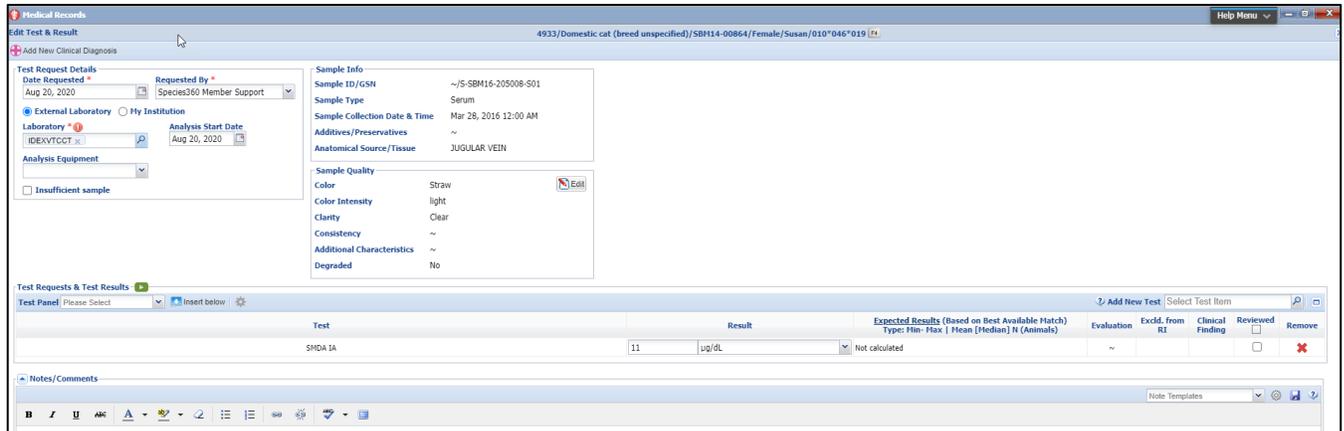
[Back to Topics Covered](#)

STEP 3 - UPLOADING RESULTS

To upload the test results into ZIMS, check the box to the left of the Status column and then click the “Upload Results” button in the bottom right-hand corner of the screen.

Note: You can upload multiple rows by selecting all rows using the check box in the column header or manually selecting appropriate rows.

You can open this new result as seen below:



If any of the tests you upload are not mapped to the available ZIMS dictionary tests, your results will be displayed in the “Notes” section below the main results section.

If the lab adds a new numerical test that is not mapped, use this [Global Test Request](#) form to request a new test and we will update the dictionary.

[Back to Topics Covered](#)

If you make a mistake and want to Undo your previous action:

UNDO VERSES DATA ENTRY MONITOR

Data Entry Monitoring (DEM) can be used to roll back the addition of the ZIMS Test & Result record, but we strongly recommend you use the specific "Undo" action option instead. The undo function removes the Test & Result record (reversing Step 3), then unlinks the imported results from the ZIMS sample, and resets the imported results status to Pending (reversing Step 2).

This allows you to reprocess the imported data set using a different patient and/or sample. If you roll back the upload using DEM, only the ZIMS test and results record is deleted, and the imported laboratory results cannot be reprocessed.

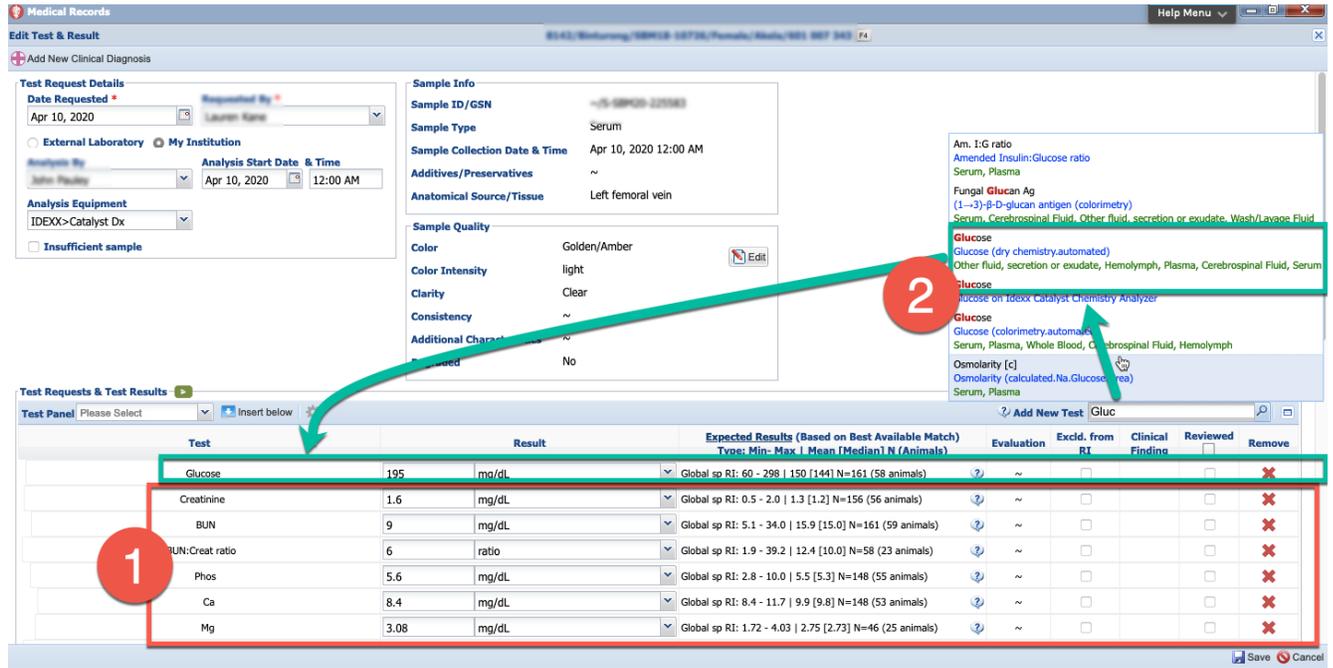
In that case, manual entry of this test and result information into ZIMS will be required.

Note: if the results are merged to an existing set of test results, or modified after upload, you will not be able to undo them. This is to ensure you do not lose data.

1) In the scenario below... from the Test Result Upload feature, the records that are present

(RED) were previously uploaded from Test Results.

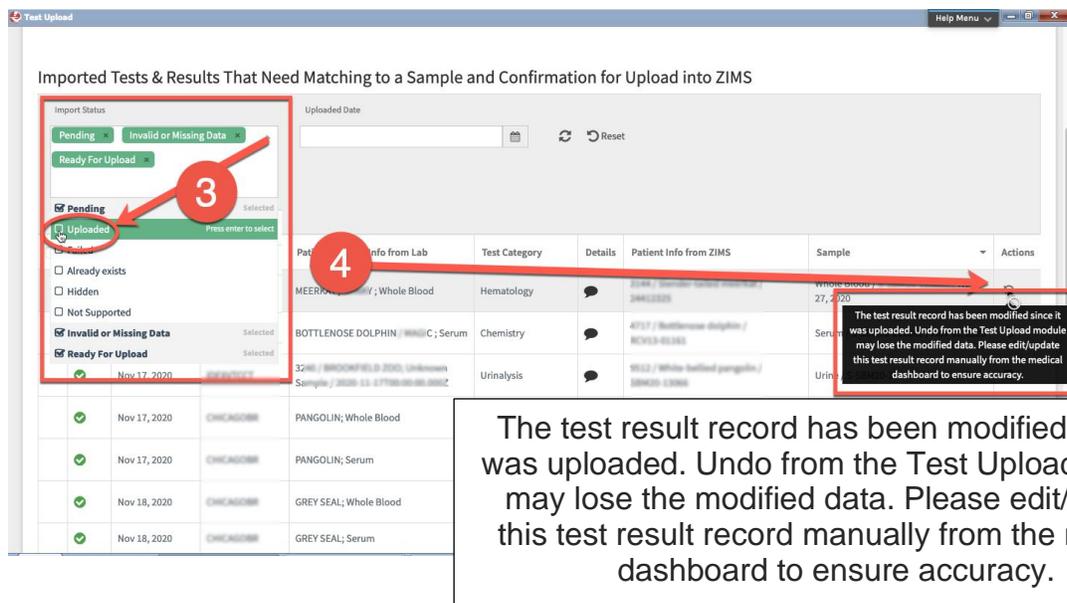
2) The additional single test is added to the results grid and values are added.



When we return to the Test Upload module after modifying the previously uploaded results.

3) We search for 'uploaded' results

4) Where we'd normally be allowed to 'roll back' the changes we see the following message:



The test result record has been modified since it was uploaded. Undo from the Test Upload module may lose the modified data. Please edit/update this test result record manually from the medical dashboard to ensure accuracy.

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UNDERSTANDING THE TESTS & RESULTS GRID

Test Results are not Yet Linked to a Sample:

Imported Tests & Results That Need Matching to a Sample and Confirmation for Upload into ZIMS

Import Status		Uploaded Date								
<input type="checkbox"/>	Pending									
<input type="checkbox"/>	Status	Date Analyzed	Laboratory	Patient/Sample Info from Lab	Test Category	Details	Patient Info from ZIMS	Sample	Actions	
		Sep 01, 2020	CHICAGOBR	PREVOSTS SQUIRREL / FILBERT ; Serum	Chemistry		~		 	
		Aug 30, 2020	CHICAGOBR	RED PANDA / PABOO ; Whole Blood	Hematology		~		 	
		Aug 30, 2020	CHICAGOBR	RED PANDA / PABOO ; Serum	Chemistry		~		 	
		Aug 29, 2020	IDEXVTCT	4051 / G. MARMOSET; Urine / 2020-08-29T00:00:00.000Z	Chemistry		~		 	

1. Select the Import Status you want to view.
2. If the results are linked to a Sample and ready to upload there would be checkboxes in this column.
3. The Status of the results. Hover over the icon present to read the explanation. (See the import status icons and definitions below.)
4. The date the test results were analyzed at the lab, * not necessarily the Sample Collection date.
5. The laboratory where the tests were run. If they were run at your institution on a bench top analyzer that is synced to Vet Connect Plus, your institution would display here.
6. The information on the animal and the sample reported from the lab.
 - a. Please note that this may contain typos or incomplete details. You will need to validate that data with your actual patient data.
 - i. **HANDY HINT!** Providing the lab with more complete details on the animal (species, sex, Local ID, GAN) will make this validation much easier!
7. This column indicates the category of the test performed.

8. Hovering over the “shout out” icon will display the Test names and the results. This can be especially useful for unsupported panels as the results may need to be manually entered.

	Sep 23, 2020	CHICAGOBR	HYRAX; Serum	Chemistry		<p>Veterinarian: COPPER AITKEN PALMER Result information for unmapped results: Ova & Parasites - Zinc Sulfate Centrifugation: No ova or parasites seen. In cases of acute or chronic diarrhea in addition to a fecal flotation and antigen testing for ova and parasites consider testing for viral, bacterial and protozoal infectious agents using RealPCR (canine diarrhea panel: test code 2625; feline diarrhea panel: test code 2627). Notes: Ova & Parasites - Zinc Sulfate Centrifugation: No ova or parasites seen. In cases of acute or chronic diarrhea in addition to a fecal flotation and antigen testing for ova and parasites consider testing for viral, bacterial and protozoal infectious agents using RealPCR (canine diarrhea panel: test code 2625; feline diarrhea panel: test code 2627). Fecal Direct: No ova or parasites seen.</p>
	Sep 23, 2020	IDEXVCCT	7671 / 7671 / BROOKFIELD ZOO; Unknown Sample / 2020-09-23T00:00:00.000Z	Parasitology		
	Sep 23, 2020	IDEXVCCT	9119 / 9119 / BROOKFIELD ZOO; Unknown Sample / 2020-09-23T00:00:00.000Z	Parasitology		

9. Once linked to a Sample, the patient information is pulled from ZIMS and can be verified against what the lab provided.
10. Once linked to a Sample, The Sample information is pulled from ZIMS and can be verified against what the lab provided.

NOTE: For 8 and 9, until the data is linked you only have what the lab tells you. Once the user links the results to an existing patient and sample in ZIMS, you have more context to confirm that everything is linked properly and complete the upload.

11. These are the actions you can take on each row or set of results:
 - a. The magnifying glass lets you search for a Sample or record Sample collection details.
 - b. The “eye” icon lets you hide the row.
 - c. The “trash can” icon will permanently remove the row. This option is only available after hiding the item first then filtering the list to show hidden results.
 - d. The “broken paper clip” icon will unlink the results from a sample.
 - e. The “counterclockwise arrow (reset)” icon will undo the results upload.

Once Test Results are Linked to a Sample:

Pending		Ready For Upload		1		Reset			
<input type="checkbox"/>	Status	Date Analyzed	Laboratory	Patient/Sample Info from Lab	Test Category	Details	Patient Info from ZIMS	Sample	Actions
		Aug 20, 2020	CHICAGOBR	SAVANNAH CAT; Serum	Chemistry		~		Q
<input type="checkbox"/>		Aug 20, 2020	IDEXVCCT	4933 / SAVANNAH CAT; Serum / 2020-08-20T00:00:00.000Z	Chemistry		4933 / Domestic cat (breed unspecified) / SBM14-00864	Serum / S-SBM16-205008 / Mar 28, 2016	
		Aug 20, 2020	CHICAGOBR	GOLDEN LION TAMARIN / LEO; Whole Blood	Hematology		~		Q
		Aug 20, 2020	CHICAGOBR	GOLDEN LION TAMARIN / LEO; Serum	Chemistry		~		Q

1. By default, the Import Status is Pending, Ready to Upload, and Invalid or Missing Data.
 - a. If you have changed the Status filter, you will need to select Ready to Upload as an Import Status.
2. A checkbox to select to Upload is now active. You may link several rows to samples. Select all, or the desired rows from the left column, and upload as a batch.
3. The Status is now ready to be uploaded into ZIMS
4. The patient information is pulled from ZIMS and can be verified against what the lab provided.
5. The Sample information is pulled from ZIMS and can be verified against what the lab provided.
6. The action you can take from the right-hand column is to Unlink the Sample from the results.

Import Status

To get a shorter Imported Tests and Results grid, you may want to filter by one or more of the seven Import Statuses available.

-  Pending - Test Results are available to be linked with a patient sample.
-  Uploaded - Results have been successfully uploaded into the medical record.
-  Failed - The results failed to upload. These issues cannot be resolved via Test Upload and results will need to be entered manually.
 - This may occur when if there is already a test recorded on that animal on the same sample/same date it is perceived as a duplicate. If the duplicates occur in two different rows on the validation screen, or if one was entered manually, user may successfully link a sample to the results, click to upload it and then it will fail.
-  Hidden - Row has been hidden from the main screen; Click to “un-hide”.
-  Not Supported - Row cannot be uploaded because it has no supported tests.

-  Invalid or Missing Data – Row cannot be uploaded because it contains missing or invalid data. Please note the details in the hover over message. You may need to contact member support to resolve the data issue.
 - If a choanal swab and a blood sample is sent to screen for avian infectious diseases, they are reported in Australia in a way that ZIMS cannot discern the two samples and they get imported as duplicates). Users cannot resolve this and will need to enter the data manually.
 - If a user links a test to a sample and there is a taxonomy mismatch (example: a complete blood cell count with neutrophils gets linked to an avian whole blood sample, and birds do not have neutrophils). This occurs after the sample is linked, the user should unlink the sample and choose the correct patient. If it is the correct patient, it breaks a business rule, and the user needs to enter that result manually.
-  Ready for Upload – Results are linked to a Sample and are ready to be uploaded.

Additional notes on result linking/uploading statuses

Results that ZIMS cannot process are entered into the result list with "see notes for details" and full information from the lab is included in the note on the test result header.

- If there is a test name that is not mapped, it will fall into this category.
- Taxonomy that does not align with our taxonomy list will fall into this category. If the taxonomy is obsolete, it will roll up to the closest match in the taxonomy hierarchy and full details displayed in the note.
- If a secondary result, data standard phrasing, unit of measurement, etc. does not match our dictionary and data standard options, the results will fall into this category.

[Back to Topics Covered](#)

Revised 6 December 2024