



Med Software LLC  
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# Cryo Tanks

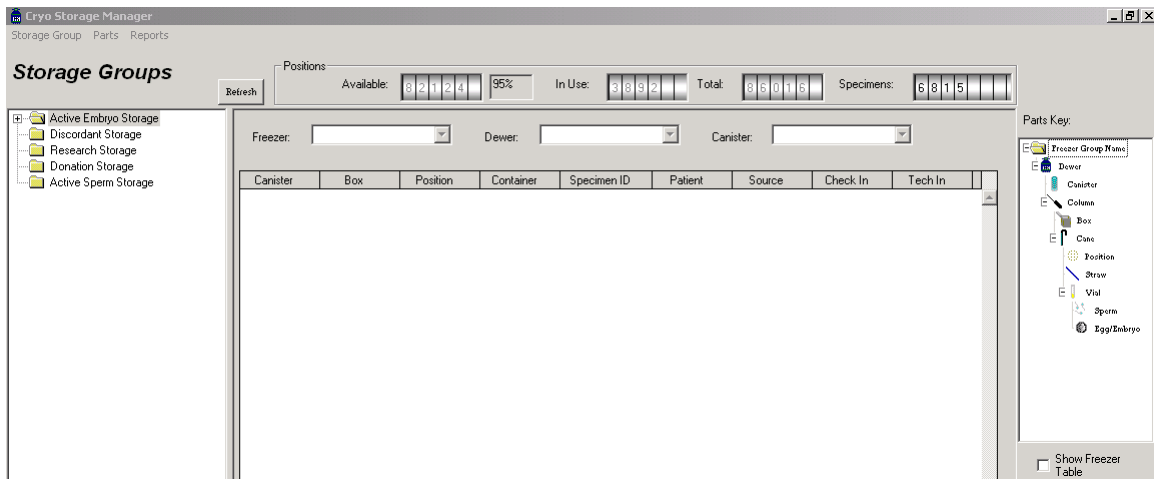
## User Instruction



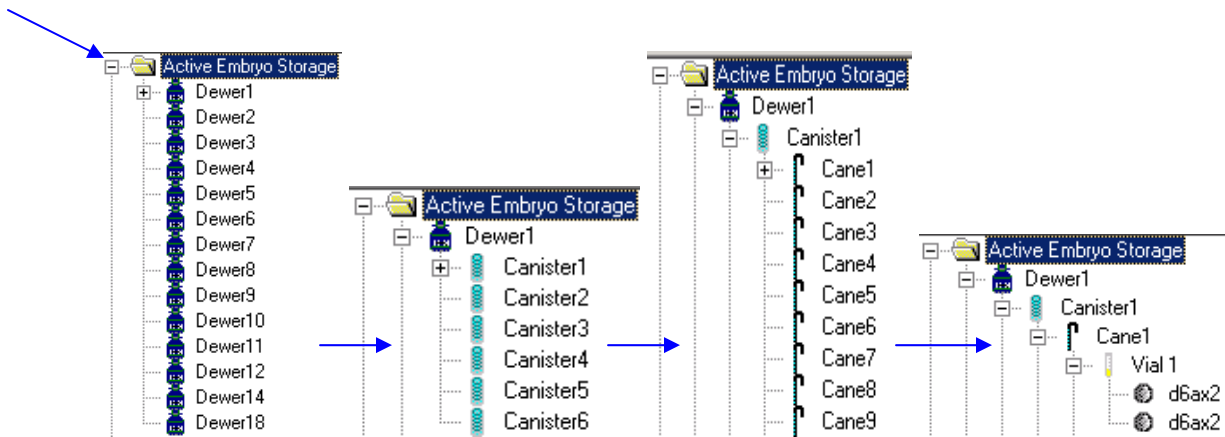
In order to store and retrieve cryopreserved specimens (oocyte, embryo, sperm) from within RESource the cryo tanks must first be designed using the Cryo Storage Manager. Here, tanks can be built to best represent the specific equipment used at your facility.

## Cryo Storage Manager

To access the Cryo Storage Manager select **Cryo Tanks** from the **Tools** menu.



The Positions section at the top of the window displays the number of positions available, the number currently in use, the total number of positions (available + in use) and the number of specimens currently stored. If some tanks have already been set up they will appear in the Storage Groups section along the left of the window – clicking the + sign to the left of a given folder will display the tanks/dewers in that storage group – clicking on a dewer and then on the + sign that appears to the left of it will display the canisters/columns in the dewer – and so on until you reach the lowest level of a dewer which is an Egg/Embryo specimen or Sperm specimen.



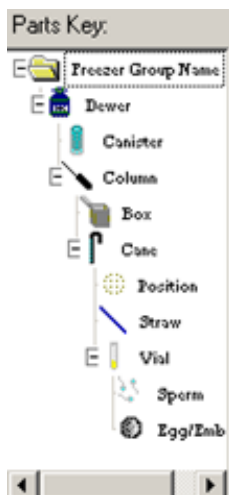
To view the inventory of a specific dewer or canister/column:

1. Select it from the storage group
2. Check off the Show Freezer Table checkbox below the Parts Key on the right side of the window.
3. The center section of the window will become a grid that displays the inventory
4. The positions counters at the top of the window will change to reflect the dewer and canister/column selected.

**NOTE:** The inventory cannot be changed from the Cryo Storage Manager – any adding or removing of specimens occurs via check in/check out locations within REsource (embryology lab procedure, outside embryo check in or sperm specimen sections).

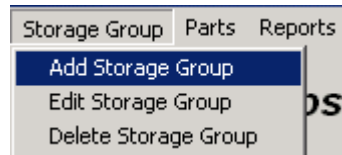
## Storage Groups and Dewers

When a new storage group is created, or when adding a new dewer to an existing group, the parts available to build with are listed on the right of the window, in the Parts Key:



To add a new storage group:

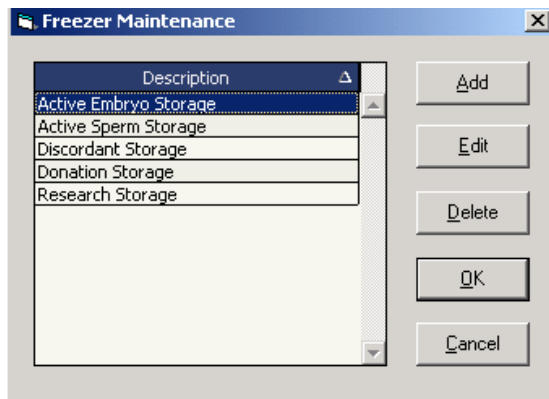
1 – In Cryo Storage Manager, select **Add Storage Group** from the **Storage Group** menu.



2 – Click **Add** when the Freezer Maintenance window appears and enter a name for the new group when prompted.

**NOTE:** You may also edit or delete a storage group from this maintenance window.

- Click Edit to make changes to an existing storage group.
- Click Delete to remove a storage group from selection. Click **Yes** at the prompt.



3 – Click **OK**.

To add a new Dewer and its parts:

(Assuming no dewers already exist for the given storage group):

1 – Click on the storage group and select **Add Part** from the **Parts** menu – the Freezer Part window will appear

**Freezer Part**

Part Type: Dewer  Applies only to this position

Part Name:  Max Positions: 32

Enumeration

Enumeration Type

Alpha

Numeric

AlphaNum

None

Seed

Alpha: a  UpperCase

Numeric: 1 Delimiter:

Number of alpha parts: 0

Number of numeric parts: 0

Cancel Ok

2 – Select Dewer from the **Part Type** dropdown and name it in the **Part Name** field. If you will be adding multiple dewers at this time simply name it Dewer (no need to name it Dewer 1).

3 – In the **Enumeration** section select an enumeration type. An enumeration is the number and/or letter that will follow the Part Name when creating multiple at once. For example: DewerA (alpha) Dewer1 (numeric), DewerA1 (alpha numeric).

4 – In the **Seed** section indicate the letter and/or number you wish the first dewer to include in its name. If using a letter and you want it capitalized, check off the UpperCase checkbox. If using alpha numeric, the Delimiter field will be enabled - enter the number of characters to be added to each subsequent dewer.

5 – Enter the total number of alpha parts and/or numeric parts. For example, if you want 10 dewers to appear, enter 10.

6 – Click **OK**. Dewers 1 through X will be added to the storage group


**Example:**

A new storage group called Active Embryo Storage has been created which will contain 8 dewers (labeled 1 – 8). In the Freezer Part window you would enter the following: a part type of dewer, a part name of Dewer, an enumeration type of numeric, a numeric seed of 1, and the number of numeric parts is 8.

7 – Click on the first dewer that now appears under the storage group and select **Add Part** from the Parts menu. Repeat steps 2 – 6 for the canisters/columns, boxes/canes, positions/straws, and finally, vials.

## Reports

There are some standard inventory reports that can be generated from the Cryo Storage Manager.

1. To run, select the button **Reports** at the top of the Cryo Storage Manager Window.
2. Select the specific level you want to generate a report for prior to running the report.
  - **Egg Location** – returns the egg/embryo inventory for the selected location.
  - **Location** – returns all inventory (egg/embryo/sperm) for the selected location.
  - **Sperm Location** – returns the sperm inventory for the selected location.
  - **Egg Location History** – returns the egg/embryo inventory, including an audit history, for the selected location.
  - **Location History** – returns all inventory, including an audit history, for the selected location.
  - **Sperm Location History** – returns the sperm inventory, including an audit history, for the selected location.
3. 'Freezer Location' window will view with generated report. To print, click on the  **Print...** at the top left corner of the window.