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Quick Start Guide   MEDIAJET Petri Dish and Tube Filler

This quick start guide is intended to provide a quick overview of your MEDIAJET's key features and to offer basic instructions for getting started. For detailed information, please refer to the latest operating instructions (OI) that can be found at www.integra-biosciences.com in different languages.

Intended use

This is a general-purpose laboratory instrument. Any use of this instrument in a medical or IVD setting is the sole responsibility of the user. MEDIAJET is used to fill Petri dishes of various sizes, dishes with two compartments or test tubes of various diameters and lengths.
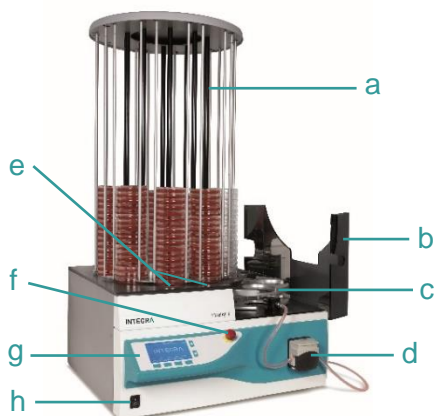
⚠ Safety information

Regardless of the listed safety notes, all locally applicable regulations must be observed.
1) MEDIACLAVE may only be used by properly trained personnel in a manner specified by INTEGRA Biosciences.
2) While the MEDIAJET is in operation, keep your hands out of moving carousel, rotor and wheels of pump head. There is a risk to squash your fingers. In case of emergency press the red emergency stop.
3) Observe the hazard warnings on the device. Do not directly stare into the UV lamp.
4) Servicing work and repairs may only be performed by INTEGRA Biosciences or an authorized after-sales service member.
5) It is recommended that a service is carried out at once a year.

Getting started

Set up the instrument on a perfectly horizontal surface according to the IQ/OQ document (PN 103990). Supply voltage: 100 – 240 VAC, 50 – 60 Hz.
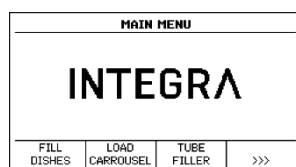

a. Carousel
b. Safety cover
c. Rotor
d. Peristaltic pump
e. Loading positions with recesses
f. Emergency stop
g. Operating panel
h. Main switch

Switch on/off:
Press the main switch.

Switch on the device. The MAIN MENU is displayed with six menu options:

Press >>> to reach the second page.

- **FILL DISHES**: To define and execute a Petri dish filling program and for initialization of rotor and carousel.
- **LOAD CAROUSEL**: Supports the operator to load and unload the carousel with Petri dishes.
- **TUBE FILLER**: To define and execute a tube filling program, requires the accessory TUBEFILLER.
- **CLEANING**: To move the feeder and stacker pistons.
- **DOSING FUNCTION**: To use the peristaltic pump independently.
- **SYSTEM PARAMETER**: To configure general device parameters.

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Language selection

Navigate to **SYSTEM PARAMETER** and LANGUAGE SELECTION. Select a language and press SAVE. Set other system parameters to your requirements.

New type of Petri dishes

⚠️ *The lid outer diameter and the ground clearance are critical for an optimal performance of MEDIAJET and have to be in the range specified in section 6.2 of the OI.*

- DISH SENSOR TEACH-IN is a procedure to adjust the optical sensor to the used type of Petri dishes. Navigate to **SYSTEM PARAMETER** and DISH SENSOR TEACH-IN and follow the instructions on the screen.

Load Petri dishes

⚠️ *Always lift the carousel on the thick central rods when placing it on the device.*

- Navigate to **LOAD CAROUSEL** and follow the instructions on the screen.
- Load sterile Petri dishes stack by stack from top to bottom into the carousel at the loading position. Only fill as far as the notches at the top of the rods.
- Press ROTATE to turn the carousel two positions in a clockwise direction.

Adapt a dish or tube filling program

- Navigate to **FILL DISHES** or **TUBE FILLER** to reach the stored programs.
- Select a program to be defined using the arrow keys and press PROGRAM SETTINGS in order to adjust the program.
- Using the arrow keys, select a parameter you wish to change. Press CHANGE and follow the information on the screen.
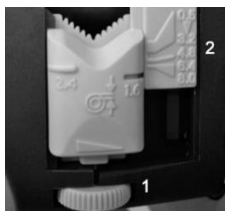
Run a dish filling program

- Navigate to **FILL DISHES**. Select the previously defined program. Press START PROGRAM and follow the instructions on the screen.

- Open the cover of the pump head. Turn the adjustment screws on both sides to the right to move the V-shaped mountings to the lowest position. Place the tubing set into the pump such that the filling nozzle and approx. 30 cm of tubing are lying on the left hand side of the pump head. Close the pump head cover and make sure that the tubing leads correctly through the V-shaped mountings.
- Insert the filling nozzle in the filling nozzle holder and completely push it out of the sleeve.

- Connect the tubing set to the media source. Keep the PRIME key pressed until the tubing is completely filled.
- The first time you start program or use a new tubing, carry out a calibration of the dosing volume. Press CALIBRATE and follow the instructions on the screen.
- Press START. While the process is running, you can PAUSE and adjust the program at any time.

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Run a tube filling program

- Navigate to **TUBE FILLER**. Select a previously defined program. Press START PROGRAM and follow the instructions on the screen.
- Open the cover of the pump head. The adjustment of the screws (1) on both sides of the pump head depends on the tubing inner diameter (ID). Adjust the 1.6 marking of the clamps as follows:

Tubing ID	1.6 marking of the clamps
2 mm	matches 4.8 on the scale (2)
3 mm	matches 6.4 on the scale (2)
4 mm	as low as possible, completely open

- Fix one end of the tubing with the dispensing tube on the front end of the filling arm.
- Place the tubing into the pump head with the dispensing tube lying on the left hand side.
- Connect the tubing to the media source and hold the PRIME key pressed until the tubing is completely filled.
- Place the tube racks on the support plate. Align the dispense tube with the center of the first tube all to the right in the rack positon 1. Press START.

Maintenance

⚠️ *The MEDIAJET requires periodical cleaning in order to ensure safe and reliable operation. Before starting manual cleaning, ensure the device is switched off and disconnected form the electricity supply.*

At the end of a working day:
- Hold the carousel on the central, thick rods and lift it vertically from the axis. Remove the safety cover. Lift the rotor from the axis and move it to the right out of the filling chamber.
- Moisten a soft, lint-free cloth with a mixture of water and non-scouring washing-up liquid and wipe the base plate of the carousel, the filling chamber and the rotor. Remove any soiling in the sensitive areas of the flaps, UV-lamp and Feeding/Stacking pistons. Clean the Plexiglas safety cover and the red lenses of the Petri dish sensors, positioned above and below the UV lamp, thoroughly.

⚠️ *Do not clean the Plexiglas safety cover and lenses with organic solvent, acetone or alcohol.*

- If necessary, clean beneath the pistons. Navigate to **CLEANING**, keep FEEDER or STACKER pressed and move the corresponding piston upwards using the arrow keys. Clean the lifter rod. Move feeder and stacker back all the way down.
- After cleaning, dry the surfaces carefully with a lint-free wipe and disinfect the filling chamber (except the Plexiglas parts) with 70 % ethanol.
- Re-install rotor, safety cover and carousel.

Monthly:
- Apply a very thin coat of grease to the anchor bolts and the adapter cylinder side walls of the rotor/carousel axis, and the feeder/stacker pistons above the sealing, see OI.
- Check the moving parts of the pump head for freedom of movement. Occasionally lightly grease the lever and the rollers with Teflon lubrication oil, see OI.

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Equipment Disposal

MEDIAJET must not be disposed of with unsorted municipal waste.
Dispose of MEDIAJET in accordance with the regulations in your area governing disposal of devices.
In certain regions and countries, e.g. in all EU member states, the distributor is obliged to take back this product free of charge at the end of life. Please contact your local distributor for more details.

Manufacturer

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CE UKCA

Declaration of conformity
INTEGRA Biosciences AG – 7205 Zizers, Switzerland

declares on its own responsibility that the devices

Description	Models
MEDIAJET	**103 005, 103 006**
MEDIAJET *vario*	**113 000, 113 001, 113 002**

comply with:

EU Directives and Regulations

2014/35/EU, 2014/30/EU, 2012/19/EC, 2011/65/EC, 1907/2006

GBR Directives and Regulations

S.I. 2016/1101, S.I. 2016/1091, S.I. 2013/3113, S.I. 2012/3032

For detailed, signed CE declaration with regulations of other countries, please refer to the operating instructions supplied with the device.