

Centers for Disease Control and  
Prevention (CDC)

National Center for Environmental Health  
(NCEH)

Division of Laboratory Sciences (DLS)

**NEWBORN SCREENING AND  
MOLECULAR BIOLOGY BRANCH  
(NSMBB)**

**NEWBORN SCREENING QUALITY  
ASSURANCE PROGRAM (NSQAP)  
PORTAL**

**SMAPT PILOT PARTICIPANT  
GUIDE**

**November 2020**

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# 1. Navigating the NSQAP Portal

## 1.1 NSQAP Portal Landing Page

Enter <https://nbs.dynamics365portals.us/> into your web browser. The link will connect you to the NSQAP Portal Landing Page.

**CDC** | Home | PT | QC | UDOT | Help | Sign in

### Welcome to the NSQAP Participant Portal

Newborn Screening identifies conditions that can affect a child's long-term health or survival. CDC's Newborn Screening and Molecular Biology Branch manages the Newborn Screening Quality Assurance Program (NSQAP) to enhance and maintain the quality and accuracy of newborn screening results. The program provides training, consultation, guidelines, and dried blood spot proficiency testing and quality control materials to state public health laboratories and other laboratories responsible for newborn screening in the U.S. and many other countries.

#### A2LA Accredited PT Provider

CDC's Newborn Screening and Molecular Biology Branch (NSMBB) has been granted ISO/IEC 17043 accreditation by the American Association for Laboratory Accreditation (A2LA). Please consult A2LA Certification #4190.01 for a list of accredited NSMBB proficiency testing programs.

#### Request Participation

If you are interested in participating in this program, complete the Participant Request Form. Products and shipping are free for participating laboratories. Laboratories are responsible for the cost of required documentation, import fees, taxes, and other costs. Participants must report data for each product requested.

#### NSQAP Public Reports

If you would like to access any previous quarterly and annual public reports, click here.

**Calendar: Key Dates and Events**  
Click to view Calendar »

**Feedback**  
Please click here to submit any Feedback »

**Contact Us**  
Please click here for additional questions »

## 1.2 Signing into the NSQAP Portal

To access the NSQAP Portal, participants will need to sign in.

1. Click the 'Sign In' button at the top right of the page on the toolbar.

**CDC** | Home | PT - | QC | UDOT - | Help - | **Sign in**

### Welcome to the NSQAP Participant Portal

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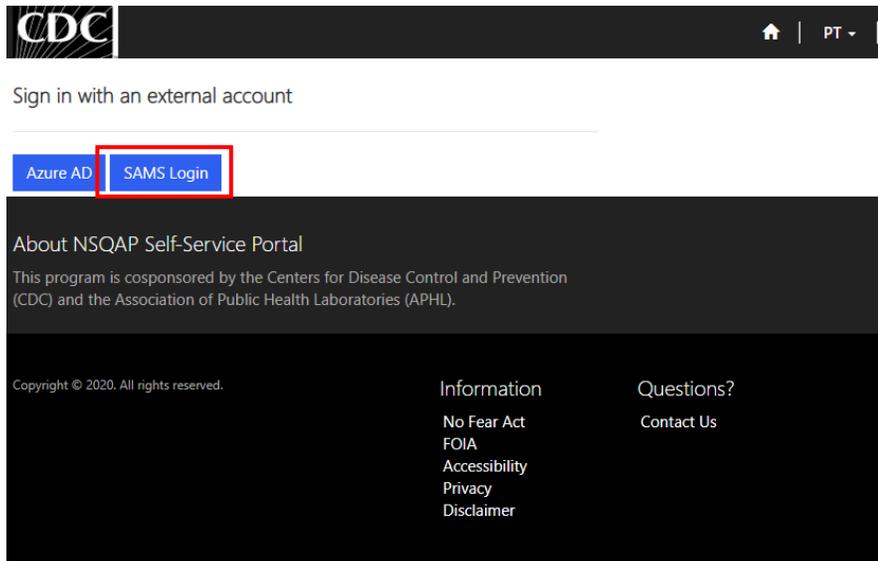
If you would like to access any previous quarterly and annually public reports, click here.

**Calendar: Key Dates and Events**  
Click to view Calendar >

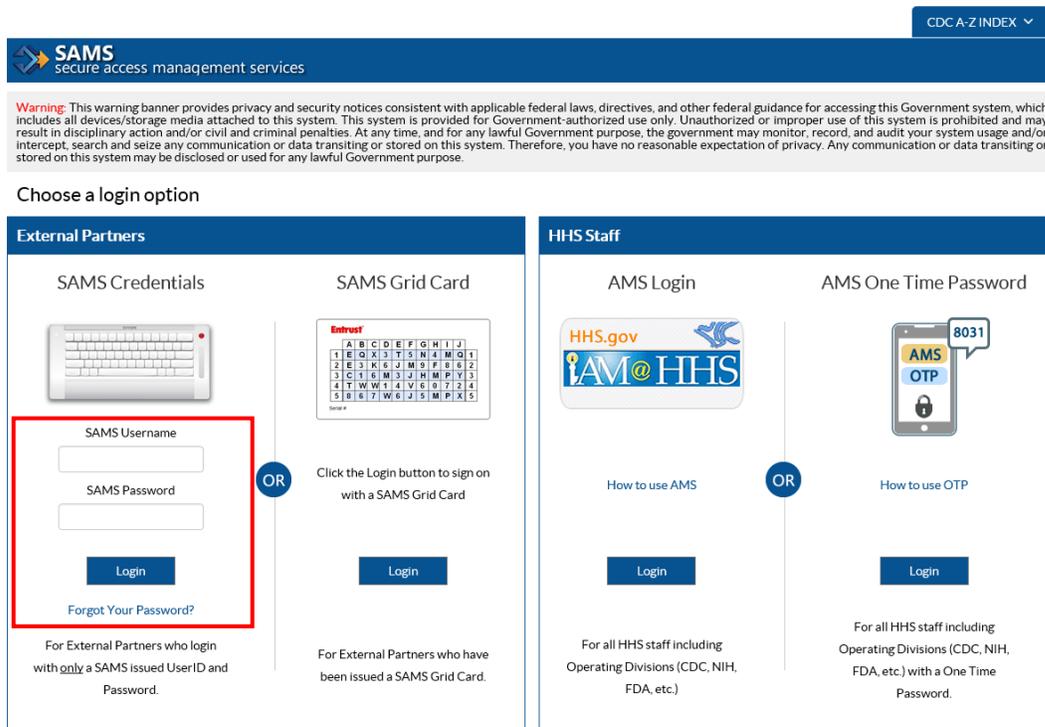
**Feedback**  
Please click here to submit any Feedback >

**Contact Us**  
Please click here for additional questions >

- Click the **'SAMS Login'** button and you will be directed to the SAMS login page.



- Enter your SAMS Username and SAMS Password and select the **'Login'** button. You will be redirected to the Profile Page when logging in for the first time, otherwise you will be redirected to the NSQAP Portal Landing Page.



- When logging in for the first time, verify your information (First Name, Last Name, & Email) is correct. If not, correct it in the corresponding text box and select the **'Update'** button at the bottom of the page. Then select the **'Home'** icon on the toolbar at the top of the page to navigate back to the NSQAP Portal Landing Page.

## Profile



Profile

Security  
Manage External Authentication

Please provide some information about yourself.

The **First Name** and **Last Name** you provide will be displayed alongside any comments, forum posts, or ideas you make on the site.

The **Email Address** and **Phone** number are required but will not be displayed on the site.

Your **Organization** is required, and a **Title** is optional. They will be displayed with your comments and forum posts.

### Your Information

First Name \*

Last Name \*

E-mail \*

Business Phone

Organization Name

Title

Nickname

Web Site

Public Profile Copy

Preferred Language

How may we contact you? Select all that apply.

- Email
- Fax
- Phone
- Mail

**Update**

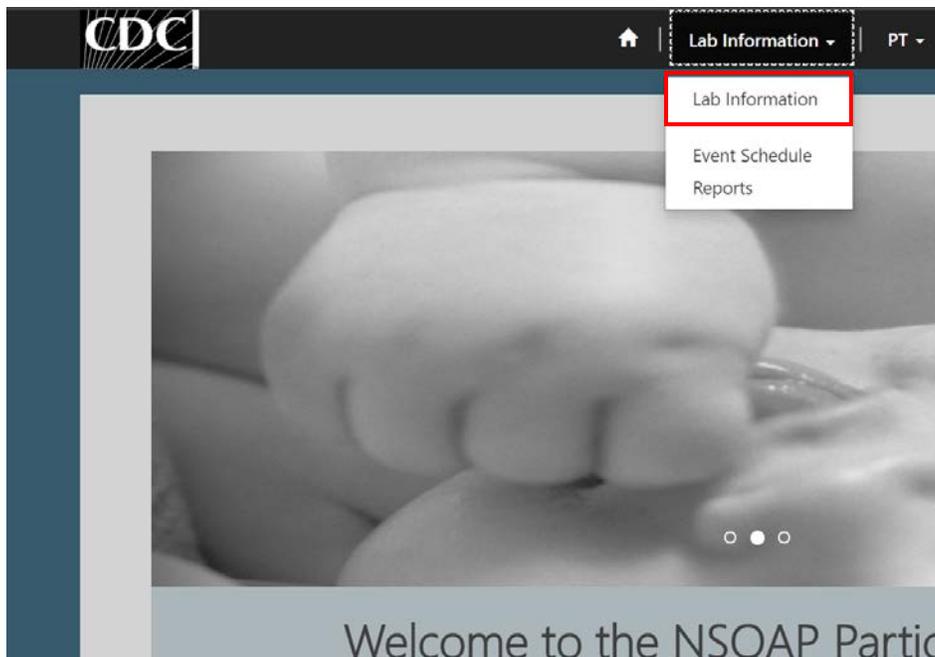
- When logged in, your name will appear in the Top Right Corner where the 'Sign In' button appeared prior to logging in.



## 1.3 Lab Information

The Lab Information Page contains lab specific data. Steps to navigate to and review lab information are listed below.

- Select the '**Lab Information**' button at the top of the page on the toolbar and select the '**Lab Information**' option.



The Lab Information Page will appear, and it is broken into four sections: Account Information, Shipping Address, Laboratory Profile, and Shipment.

Summary

**ACCOUNT INFORMATION**

LCN  
LAB-0300

Lab Name \*  
Centers for Disease Control and Prevention NSQAP Lab

Phone  
770-488-7945

Email  
nsqaplab@cdc.gov

Fax  
770-488-4255

Website  
—

Enrollment Date  
—

Tax ID Number  
—

**Main Address**  
4747 buford Building 110 Room 3201  
Chamblee GA 30341  
US

**Primary Contact**  
NSQAP LAB

**Email \***  
nsqaplab@cdc.gov

**Business**  
—

**CONTACTS**

Full Name ↑	Email
Corvin Bradley	opw7@cdc.gov
Daniel Mandel	ibt17@cdc.gov
Hema Desai	jpx2@cdc.gov
Irene Williams	ial2@cdc.gov
Joanne Mei	jvm0@cdc.gov
John Bernstein	yfj5@cdc.gov

**ACCOUNT INFORMATION**

Contains the following:

- Lab code number (LCN)
- Lab Name
- Phone Number
- Email Address
- Fax Number
- Website
- Enrollment Date
- Tax ID Number
- Main Address
- Primary Contact
- Contacts

Shipping Address

**Ship to Name:**  
Centers for Disease Control and Prevention NSQAP Lab

**Ship Address 1:**  
4747 buford

**Ship Address 2:**  
Building 110 Room 3201

**Ship Address 3:**  
—

**Ship Address City:**  
Chamblee

**Ship: State/Province**  
GA

**Ship: ZIP/Postal Code**  
30341

**Ship: Country/Region**  
US

**SHIPPING ADDRESS**

Contains the following:

- Ship to Name
- Ship Address 1
- Ship Address 2
- Ship Address 3
- Ship Address City
- Ship: State/Province
- Ship: ZIP/Postal Code
- Ship: County/Region

Details

**Laboratory Profile**

Profile Category ↑	Program Overview	Lab Profile Status	Name
PT	AAPT,ACPT,BIOTPT,CAHPT,CFDNAPT,G6PDPT,GALPT,HbPT,HIVPT,HORMPT,IRTP,LSDPT,TOXOPT,TRECP,UDOT,XALDPT	Active	PT-0300
QC	170HP,AAACQC,CAHQC,GALTOC,GAMTOC,HIVQC,IRTOC,LSDOC,MMA-HCYQC,MSUD-PKUQC,T4QC,TSHQC,XALDQC	Active	QC-0300

**LABORATORY PROFILE**

Contains information related to the programs the lab is enrolled in:

- Proficiency Testing (PT)
- Quality Control (QC)

SHIPMENT						
Name ↑	FedEx tracking No.	Package Type	Shipment Type	Shipping Date	Shipping Quarter	Shipping Held
There are no records to display.						

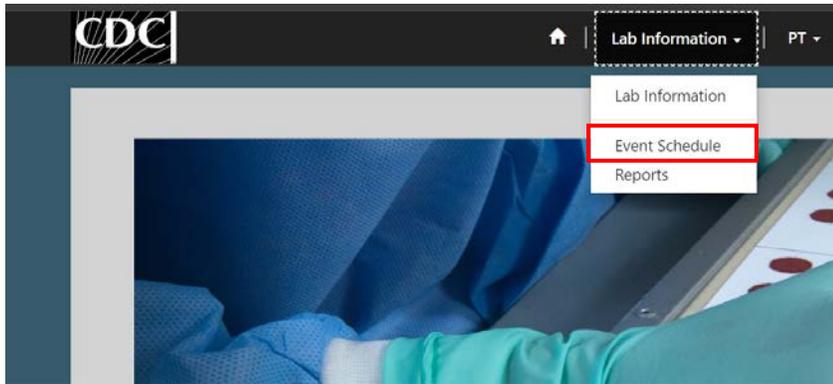
**SHIPMENT**  
Contains FEDEX Tracking information

**Note:** Lab information should be reviewed from time-to-time for accuracy so that information stays updated.

## 1.4 Event Schedule

The Event Schedule Page will display quarterly shipping events and provide labs with deadlines to submit data to NSQAP. Steps to navigate to and review the event schedule are listed below.

1. Select the **'Lab Information'** button at the top of the page on the toolbar and select the **'Event Schedule'** option.



2. The Event Schedule Page will appear with a list of events on the left side and a calendar with the number of events per month on the right side.

### Event Schedule

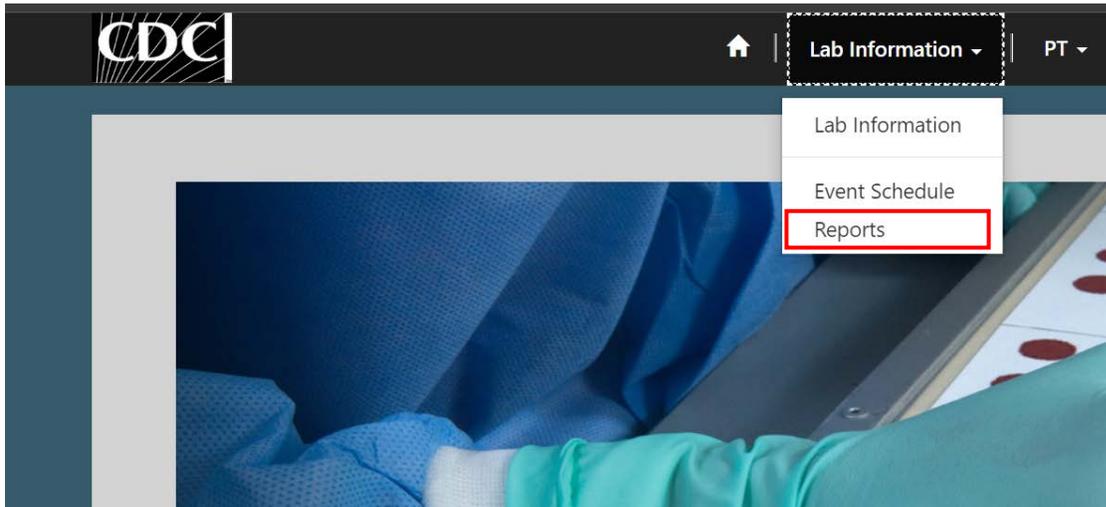
Today 2020 Year Month Week

<ul style="list-style-type: none"> <li><b>UDOT (US Only)</b> August 4, 2020 8:00 AM – September 1, 2020 8:00 AM UDOT</li> <li><b>Set 2 - Quality Control (US and Canada)</b> August 4, 2020 8:00 AM – November 1, 2020 8:00 AM T4QC, TSHQC, 17CHPQC/TGAlQC, MSMS1QC, GALTQC, IRTQC, CAHQ, MSUD-PKUQC, MMA-HCYQC, LSDQC, HIVQC</li> <li><b>Quarter 4 - Proficiency Testing Event</b> September 22, 2020 8:00 AM – October 27, 2020 8:00 AM ACPT, AAPT, BIOCPT, GALTPT, GSPDPT, HORMPT, IRTPT, CAHPT1, CFDNAPT1, HbPT1, HIVPT1, LSDPT1, TRECPT, TOXOPT1, XALDPT</li> <li><b>Set 3 - Quality Control (Outside of US &amp; Canada)</b> September 22, 2020 8:00 AM – December 1, 2020 8:00 AM T4QC, TSHQC, 17CHPQC/TGAlQC, MSMS1QC, GALTQC, IRTQC, CAHQ, MSUD-PKUQC, MMA-HCYQC, LSDQC, HIVQC</li> <li><b>Quarter 4 - PT Data Reporting Deadline</b> October 27, 2020 8:00 AM – 8:00 PM</li> <li><b>Set 2 - QC Data Reporting Deadline (US and Canada)</b> November 1, 2020 8:00 AM – 8:00 PM</li> <li><b>Set 3 - QC Data Reporting Deadline (Outside US and Canada)</b> December 1, 2020 8:00 AM – 8:00 PM</li> </ul>	<table border="1"> <tr> <td>Jul</td> <td>Aug</td> <td>Sep</td> <td>Oct</td> <td>Nov</td> <td>Dec</td> </tr> <tr> <td></td> <td></td> <td>4</td> <td>3</td> <td>2</td> <td></td> </tr> </table>	Jul	Aug	Sep	Oct	Nov	Dec			4	3	2	
Jul	Aug	Sep	Oct	Nov	Dec								
		4	3	2									

## 1.5 Reports

The Reports Page displays summary and other reports, i.e. 'Quarterly Summary Reports' and Laboratory-specific evaluations are found here.

1. Select the **'Lab Information'** button at the top of the page on the toolbar and select the **'Reports'** option.



2. The Reports Page appears with a list of available reports underneath the 'Portal Reports and Documents' text. Toward the bottom of the page, is a document area that houses reports or documents specific to the lab.

Home > Portal Reports and Documents

## Portal Reports and Documents

- [Current Quarterly Summary](#)  [PDF – 1 MB]

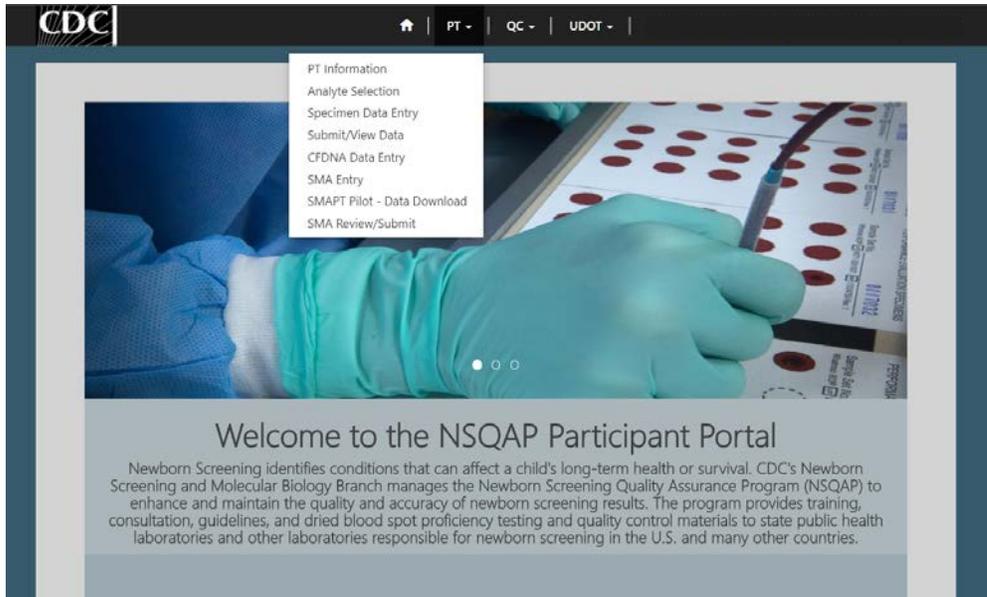
Name ↑	Created On
<a href="#">RESULTS - LAB - 0237/LAB-9000</a>	1/28/2020 4:12 PM
<a href="#">RESULTS - LAB-9000</a>	1/28/2020 4:42 PM
<a href="#">RESULTS - LAB-9000</a>	1/28/2020 4:27 PM

**About NSQAP Self-Service Portal**

This program is cosponsored by the Centers for Disease Control and Prevention (CDC) and the Association of Public Health Laboratories (APHL).

## 1.6 Proficiency Testing

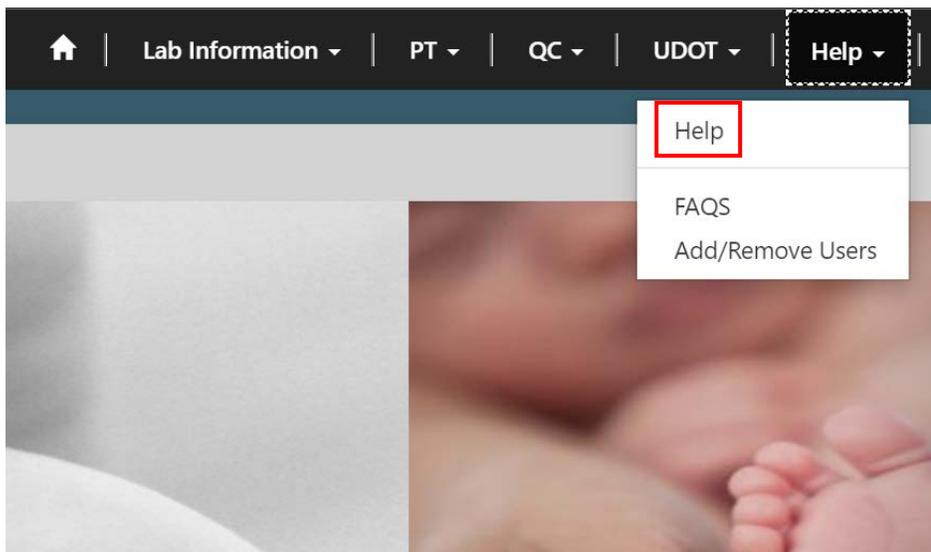
The PT section is used to enter and submit data for Proficiency Testing events. Steps for navigating, entering, and submitting data are covered in Sections 2 – 5.



## 1.7 Help Request

Help can be requested from the 'Help' area.

1. Select the **'Help'** button at the top of the page on the toolbar and select the **'Help'** option.



2. To create a Help Request, select the **'Open a New Request'** button.

Home > Open a Request

## Open a Request

What can we help you with?

e.g. User login is failing

My Open Request

Search

**Open a New Request**

Request Number	Request Title	Help Category	LCN	Status	Created On
CAS-01113-Y456X7	Contact/Address Update	Contact/Address Update	LAB-9000	In Progress	6/24/2020 5:02 PM
CAS-01110-R7V1M8	Enrollments	Enrollments	LAB-9000	In Progress	4/6/2020 12:00 PM
CAS-01109-F4F0T5	Add Portal User	Other	LAB-9000	In Progress	3/19/2020 1:49 PM
CAS-01108-F376D9	Add Portal User	Other	LAB-9000	In Progress	3/18/2020 10:36 AM

3. On the new request form, select a Help Category from the drop-down list: Certificates, Contact/Address Update, Extra Material Request, NSQAP Website, Reporting Request, Shipping, or Other. Select a category and enter a detailed description of the request. Using the **'Browse'** button at the bottom of the request form, upload supporting documents. When all fields are complete, select the **'Submit'** button to submit the request to NSQAP.

## Open a New Request

Help Category \*

Description \*

Use to attach supporting files

Choose Files No file chosen

Submit Cancel

**NOTE:** If the 'Other' category is selected, use the text box to describe the help request.

- To track the status of a help request, refer to the 'Request Number' in the 'My Open Request' table in the Help Page.

Home > Open a Request

## Open a Request

What can we help you with?

e.g. User login is failing

My Open Request

Request Number	Request Title	Help Category	LCN	Status	Created On
CAS-01113-Y456X7	Contact/Address Update	Contact/Address Update	LAB-9000	In Progress	6/24/2020 5:02 PM
CAS-01110-R7V1M8	Enrollments	Enrollments	LAB-9000	In Progress	4/6/2020 12:00 PM
CAS-01109-F4F0T5	Add Portal User	Other	LAB-9000	In Progress	3/19/2020 1:49 PM

- If a request needs to be closed out or cancelled because the issue was resolved before NSQAP resolved it, select the 'Request Number' hyperlink in the 'My Open Request' table and scroll to the bottom of the page and select the 'Close Case' or 'Cancel Case' button.

Created On

6/24/2020 5:02 PM

Timeline

Add Comment

There are no activities to display.

## Tab

Upload Files here

Add files

New folder

You don't have permissions to view these files and folders.

Update

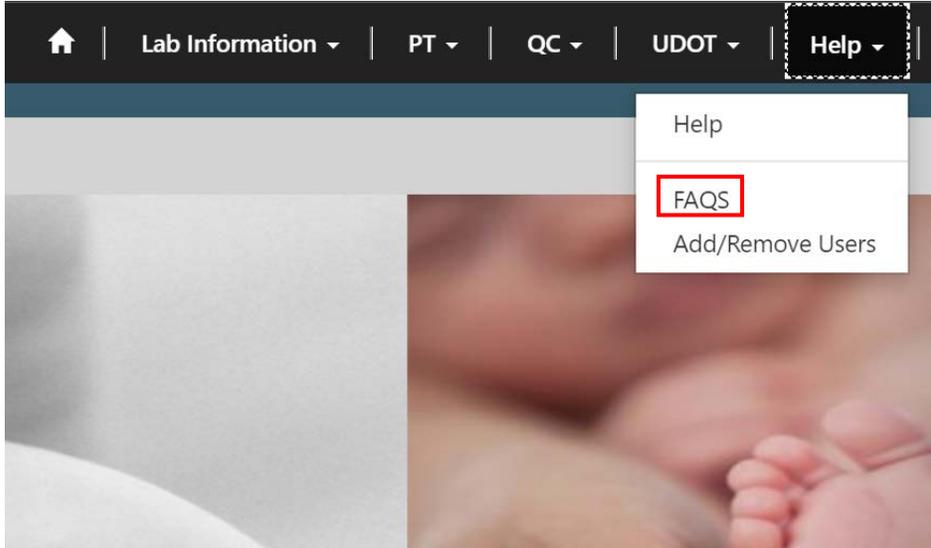
Close case

Cancel case

## 1.8 Frequently Asked Questions (FAQs)

Answers to Frequently Asked Questions (FAQs) are found on the FAQs page.

1. Select the **'Help'** button at the top of the page on the toolbar and select the **'FAQs'** option.



2. Select a question and it will navigate to the answer.

## Frequently Asked Questions

[What are criteria for participation?](#)

[Is there a cost for materials or a cost for shipping?](#)

[What information do you need to ship my DBS materials?](#)

[When will I start receiving PT and/or QC dried blood spot materials as a Domestic \(US/Canada\) Participant?](#)

[When will I start receiving PT and/or QC dried blood spot materials as an International Participant?](#)

[How do I remain active in the NSQAP?](#)

[Do I have to re-enroll each year?](#)

[How do I change the primary contact person, shipping address, email address, etc. for our laboratory?](#)

[How do I report data?](#)

[When are materials shipped? When are the data due?](#)

[What if I do not receive my materials?](#)

[What if I cannot report my results by the data deadline? Can I ask for an extension?](#)

[What if I forgot my SAMS password or my SAMS password has expired?](#)

[What are criteria for participation?](#)

The laboratory must use dried blood spot matrix, and the laboratory's analyte reference ranges must represent the newborn period of life.

[Top](#)

[Is there a cost for materials or a cost for shipping?](#)

There is no cost for dried blood spot materials or shipping. However, any documents, import permits, fees, taxes, or other costs required by your country for release of your package from customs are your responsibility.

## 1.9 NSQAP Landing Page Links

### Request Participation

The Request Participation section on the NSQAP Landing Page links to the Participation Request Form outlined in Section 1.7.

### NSQAP Public Reports

The NSQAP Public Reports section on the NSQAP Landing Page links to the CDC page with past NSQAP quarterly and annual reports.

### Calendar: Key Dates and Events

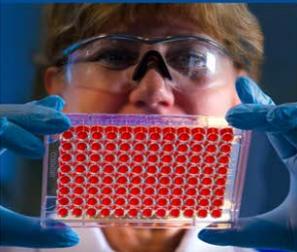
The Key Dates and Events link at the bottom left of the NSQAP Landing Page links to the Event Schedule outlined in Section 1.4.

### Announcements

The Announcements link at the bottom center of the NSQAP Landing Page links to the Event Schedule outlined in Section 1.4.

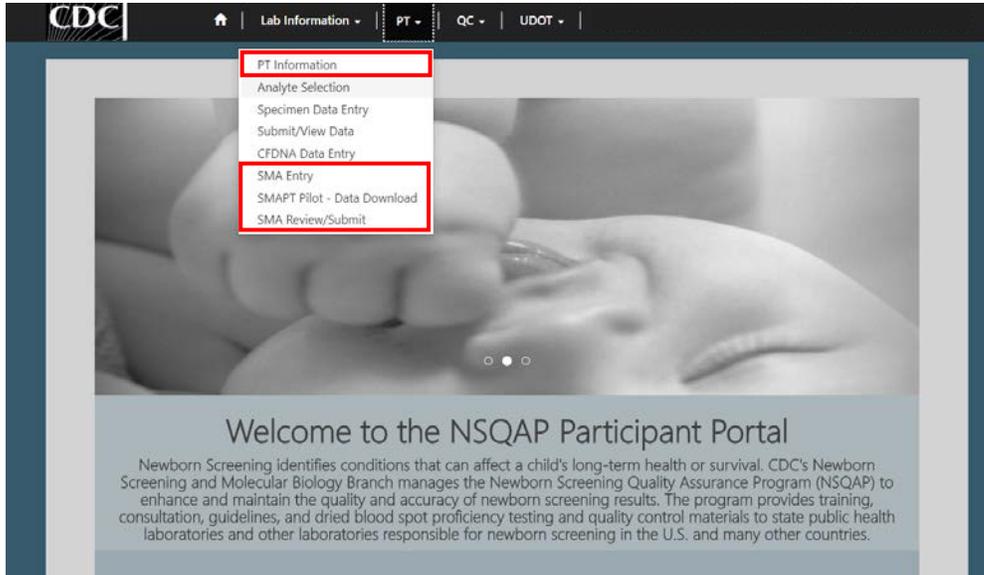
### Contact Us

The Contact Us link at the bottom right of the NSQAP Landing Page opens an email window to send an email directly to the NSQAP team.

A2LA Accredited PT Provider	Request Participation	NSQAP Public Reports
		
CDC's Newborn Screening and Molecular Biology Branch(NSMBB) has been granted ISO/IEC 17043 accreditation by the American Association for Laboratory Accreditation (A2LA). Please consult A2LA Certification #4190.01 for a listof accredited NSMBB proficiency testing programs.	If you are interested in participating in this program, complete the Participant Request Form. Products and shipping are free for participating laboratories. Laboratories are responsible for the cost of required documentation, import fees, taxes, and other costs. Participants must report data for each product requested .	If you would like to access any previous quarterly and annually public reports, click here.
		
Calendar:Key Dates and Events	Announcements	Contact Us
<a href="#">View details »</a>	<a href="#">View details »</a>	<a href="#">View details »</a>

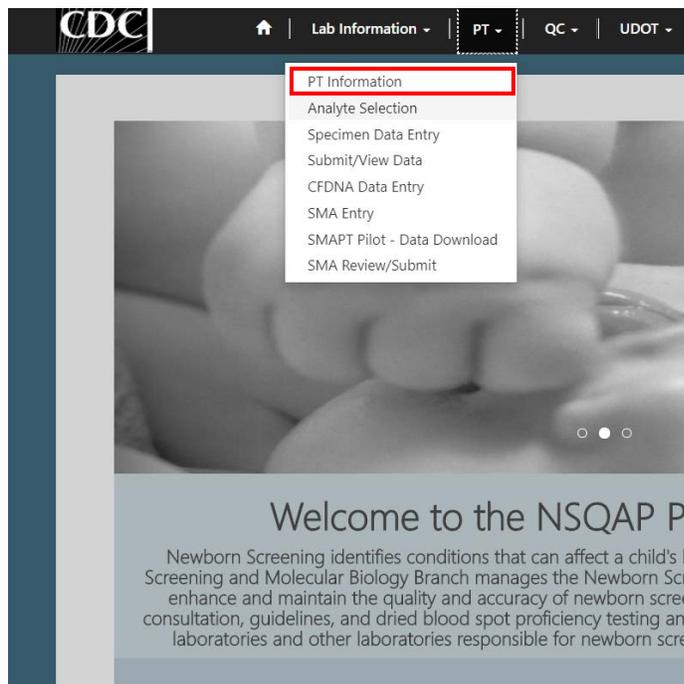
## 2. SMAPT Pilot Portal Components

The SMAPT section of the NSQAP Portal can be accessed by clicking **'PT'** from the menu bar. Four relevant options will be revealed: PT Information, SMA Entry, SMA Review/Submit, and SMA Review/Submit.



### 2.1 PT Information Homepage

1. Select the **'PT'** button at the top of the page on the toolbar and select the **'PT Information'** option.



2. This page serves as the homepage and resource for all PT related activities.

Home > PT Information

## PT Information

### Proficiency Testing

Download the PT Portal Entry Instructions for how to enter and submit your PT results. Use the Program File Drop-off for the following PT Programs: CAHPT, CFDNAPT, HbPT, HIVPT, LSDPT, TOXOPT, TRECPT, ALDPT.



PT Portal Entry Instructions



PT Analyte Selection



PT Specimen Data Entry



PT Submit/View Data



Program File Drop-off Instructions

This is instructions on how to drop off results for CAHPT, CFDNAPT, HbPT, HIVPT, LSDPT, TOXOPT, TRECPT, ALDPT.



Program File Drop-off



SMA Data Entry

3. The PT Information homepage contains several icons that are used to navigate to the various PT sections within the NSQAP Portal.

Home > PT Information

## PT Information

### Proficiency Testing

Download the PT Portal Entry Instructions for how to enter and submit your PT results. Use the Program File Drop-off for the following PT Programs: CAHPT, CFDNAPT, HbPT, HIVPT, LSDPT, TOXOPT, TRECPT, ALDPT.



1 PT Portal Entry Instructions



2 PT Analyte Selection



3 PT Specimen Data Entry



4 PT Submit/View Data



5 Program File Drop-off Instructions

This is instructions on how to drop off results for CAHPT, CFDNAPT, HbPT, HIVPT, LSDPT, TOXOPT, TRECPT, ALDPT.



6 Program File Drop-off



7 SMA Data Entry

1. **PT Portal Entry Instructions** – Downloadable instructions for completing data entry in the NSQAP Portal.
2. **PT Analyte Selection** – Page for setting up the portal for PT data entry.

3. **PT Specimen Data Entry** – Page for entering PT program data.
4. **PT Submit/View Data** – Page for reviewing and submitting PT program data.
5. **Program File Drop-Off Instructions**– Downloadable instructions for uploading PT program data entry forms into the NSQAP Portal.
6. **Program File Drop-Off** – Page for uploading PT program data report forms into the NSQAP Portal.
7. **SMA Data Entry** – Page for entering SMAPT program information and data.

## 2.2 SMAPT Program Entry Page

1. Laboratories participating in the SMAPT program should navigate to the page titled ‘Spinal Muscular Atrophy (SMAPT) – Pilot’ to enter and save method and data information.

Home > Spinal Muscular Atrophy (SMAPT)-Pilot

### Spinal Muscular Atrophy (SMAPT)-Pilot

[Navigate to the SMA Review/Submit](#)

Form Approved  
OMB No. 0920-0879  
Exp. Date 01/31/2021

#### Method Information

Select a primary method - LDT refers to Lab Developed Test RUO refers to Research Use Only \*

Select a DNA extraction method \*

#### SMN1 assay primer and probe information

Was a commercial kit used? \*

2. This page can be accessed by clicking on ‘**SMA Entry**’ on the PT drop-down menu or ‘**SMA Data Entry**’ on the PT Information page.
3. For additional information on the SMAPT program information and data entry page, see section 3.

## 2.3 SMAPT Review & Submit Page

1. Laboratories participating in the SMAPT program should navigate to the page titled ‘SMA-Review/Submission’ to review and submit program data.



Home > SMA-Review/Submission

## SMA-Review/Submission

Form Approved  
OMB No. 0920-0879  
Exp. Date 01/31/2021

### Method Information

Select a primary method - LDT refers to Lab Developed Test RUO refers to Research Use Only \*

—

Other-YOU MUST list commercial method or describe lab developed test

—

Select a DNA extraction method \*

—

Other-Indicate if this reagent is lab developed or commercial.

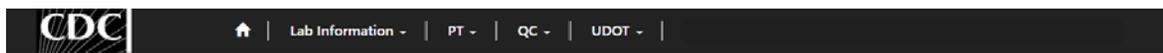
—

SMN1 assay primer and probe information

2. This page can be accessed by clicking on **‘SMA Review/Submit’** on the PT drop-down menu or **‘Navigate to the SMA Review/Submit’** on the Spinal Muscular Atrophy – Pilot page.
3. For additional information on the review and submit page, see section 4.

## 2.4 SMAPT Data Download Page

1. Laboratories participating in the SMAPT program should navigate to the page titled ‘SMAPT Pilot – Data Download ’ to review and download a excel copy of submitted data.



Home > SMAPT Pilot - Data Download

## SMAPT Pilot - Data Download



Select Method Code from drop-down menu:	Select DNA Extraction Method from drop-down menu:	Was a commercial kit used?	SMN1 probe sequence including dye and quencher	SMN1 forward amplification primer sequence:	SMN1 reverse amplification primer sequence:	Select Reference Gene from drop-down menu:	Was a commercial kit used? 1	Reference gene sequence including dye and qu	Reference gene forward amplification	Reference gene reverse amplification	Specimen Number 1
		No					No				2020P01700

About NSQAP Self-Service Portal

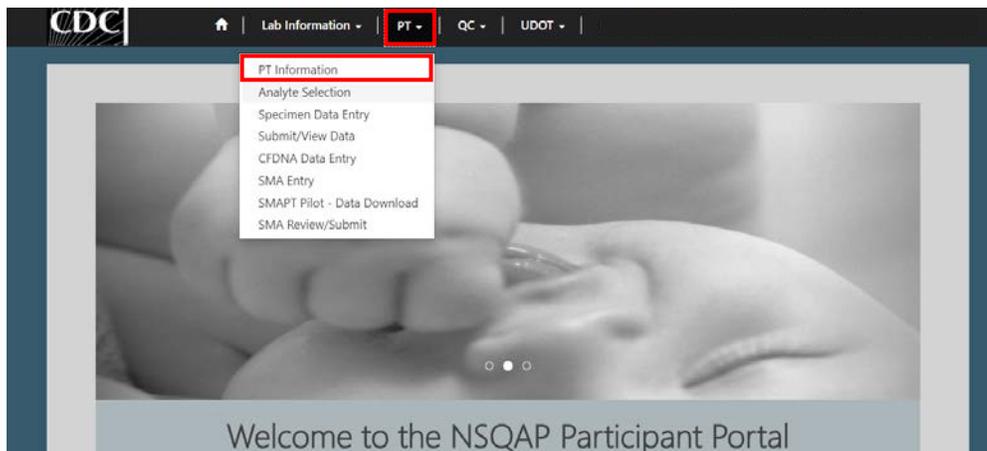
2. This page can be accessed by clicking on **'SMA Pilot – Data Download'** on the PT drop-down menu.
3. For additional information on the data download page, see section 5.

## 3. SMAPT Pilot Program Entry Page

### 3.1 Navigation

SMAPT program participants should enter and save data in the NSQAP Portal by first navigating to the SMAPT program entry page. The page can be accessed on the portal through the 'PT Information' page or directly via the 'SMA Entry' option on the PT drop-down menu.

1. To access the SMAPT entry page from the PT Information page, select **'PT'** from the drop-down menu, then **'PT Information'**, then **'SMA Data Entry'**.



Home > PT Information

## PT Information

### Proficiency Testing

Download the PT Portal Entry Instructions for how to enter and submit your PT results. Use the Program File Drop-off for the following PT Programs: CAHPT, CFDNAPT, HbPT, HIVPT, LSDPT, TOXOPT, TRECPT, ALDPT.



PT Portal Entry Instructions



PT Analyte Selection



PT Specimen Data Entry



PT Submit/View Data



Program File Drop-off Instructions



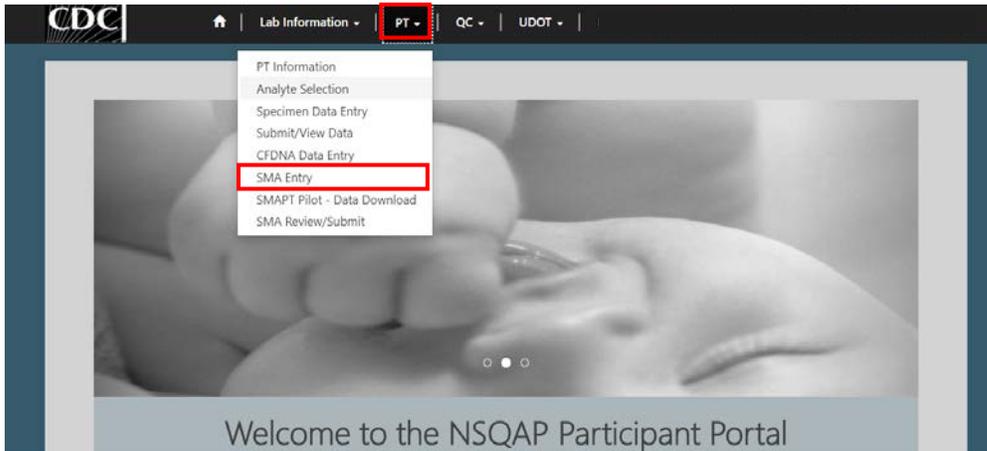
Program File Drop-off



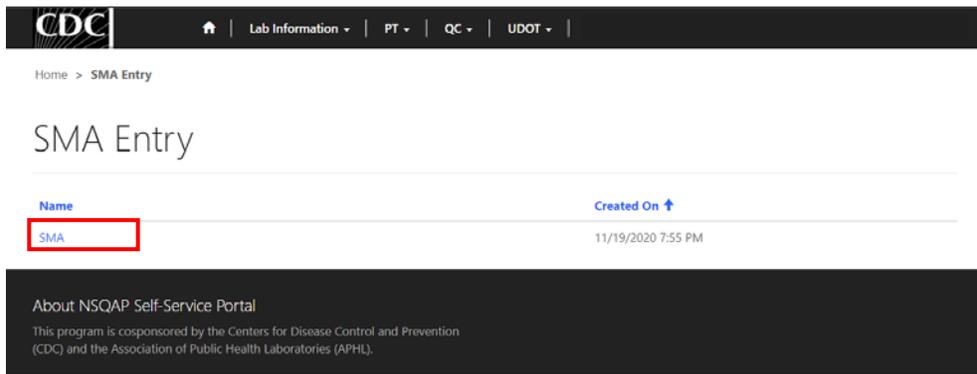
SMA Data Entry

This is instructions on how to drop off results for CAHPT, CFDNAPT, HbPT, HIVPT, LSDPT, TOXOPT, TRECPT, ALDPT.

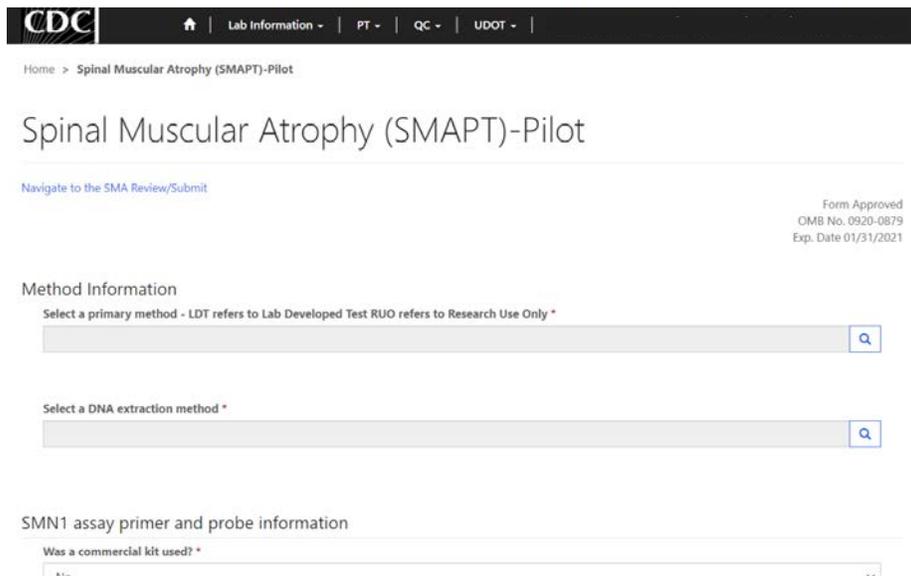
- To access the SMAPT entry page from the PT menu, select **'PT'** then **'SMA Entry'** from the drop-down menu.



- The SMA Entry landing page will appear. Select **'SMA'** to navigate to the entry page.



- Enter SMAPT method information and data on the page titled 'Spinal Muscular Atrophy (SMAPT) – Pilot'



## 3.2 Method Information

1. Navigate to the page titled 'Spinal Muscular Atrophy (SMAPT) – Pilot' to enter method information including primary method, DNA extraction method, SMN1 assay primer and probe information, and reference gene assay primer and probe information. Navigation details can be found in section 3.1.

Home > Spinal Muscular Atrophy (SMAPT)-Pilot

Spinal Muscular Atrophy (SMAPT)-Pilot

[Navigate to the SMA Review/Submit](#)

Form Approved  
OMB No. 0920-0879  
Exp. Date 01/31/2021

**Method Information**

Select a primary method - LDT refers to Lab Developed Test RUO refers to Research Use Only \*

Other

Other-YOU MUST list commercial method or describe lab developed test \*

Select a DNA extraction method \*

Other

Other-YOU MUST list commercial method or describe lab developed test \*

**SMN1 assay primer and probe information**

Was a commercial kit used? \*

Yes

**Reference Gene assay primer and probe information**

Select a reference gene: \*

Other

Other-YOU MUST specify gene name and symbol \*

test

Was a commercial kit used? \*

Yes

2. To select a primary method, click on the magnifying glass and select a method.

Home > Spinal Muscular Atrophy (SMAPT)-Pilot

Spinal Muscular Atrophy (SMAPT)-Pilot

[Navigate to the SMA Review/Submit](#)

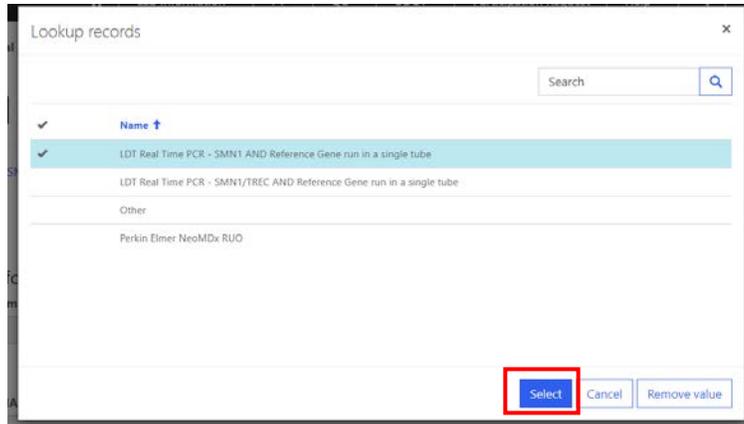
Form Approved  
OMB No. 0920-0879  
Exp. Date 01/31/2021

**Method Information**

Select a primary method - LDT refers to Lab Developed Test RUO refers to Research Use Only \*

Select a DNA extraction method \*

3. Choose a method then click **'Select'**.



Home > Spinal Muscular Atrophy (SMAPT)-Pilot

## Spinal Muscular Atrophy (SMAPT)-Pilot

[Navigate to the SMA Review/Submit](#)

Form Approved  
OMB No. 0920-0879  
Exp. Date 01/31/2021

### Method Information

Select a primary method - LDT refers to Lab Developed Test RUO refers to Research Use Only \*

LDT Real Time PCR - SMN1 AND Reference Gene run in a single tube

4. If 'Other' is selected, a text box will appear.

**NOTE:** If other is selected, you are **required** to list a commercial method or describe the lab developed test.



Home > Spinal Muscular Atrophy (SMAPT)-Pilot

## Spinal Muscular Atrophy (SMAPT)-Pilot

[Navigate to the SMA Review/Submit](#)

Form Approved  
OMB No. 0920-0879  
Exp. Date 01/31/2021

### Method Information

Select a primary method - LDT refers to Lab Developed Test RUO refers to Research Use Only \*

Other

Other-YOU MUST list commercial method or describe lab developed test \*

5. To select a DNA extraction method, click on the magnifying glass and select a method.

Home > Spinal Muscular Atrophy (SMAPT)-Pilot

## Spinal Muscular Atrophy (SMAPT)-Pilot

Navigate to the SMA Review/Submit

Form Approved  
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Method Information

Select a primary method - LDT refers to Lab Developed Test RUO refers to Research Use Only \*

Select a DNA extraction method \*

6. Choose a method then click 'Select'.

Lookup records

Search

Name ↑
Extracta™ DBS
Generation™ DNA Elution Solution (S2 only)
Generation™ DNA Purification and Elution Solutions (S1/S2)
In situ/on card (DNA is NOT extracted)
Other
Perkin Elmer DNA Extraction Solution

Select Cancel Remove value

Method Information

Select a primary method - LDT refers to Lab Developed Test RUO refers to Research Use Only \*

Other

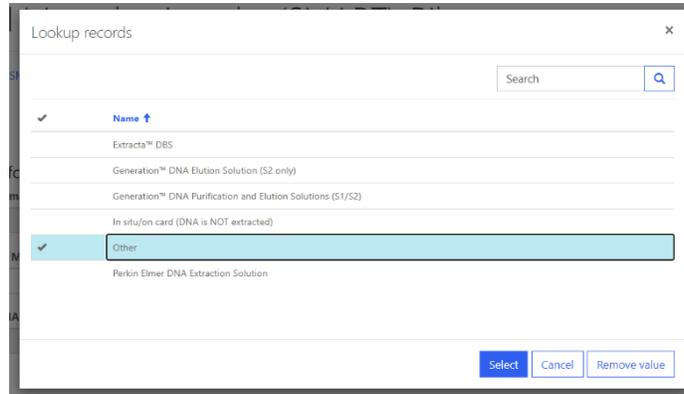
Other-YOU MUST list commercial method or describe lab developed test \*

Select a DNA extraction method \*

Extracta™ DBS

7. If 'Other' is selected, a text box will appear.

**NOTE:** If other is selected, you are **required** to list a commercial method or describe the lab developed test.



**Method Information**

Select a primary method - LDT refers to Lab Developed Test RUO refers to Research Use Only \*

Other

Other-YOU MUST list commercial method or describe lab developed test \*

Select a DNA extraction method \*

Other

Other-YOU MUST list commercial method or describe lab developed test \*

- SMN1 assay primer and probe information should be entered into the 'SMN1 assay primer and probe information' section.

Home > Spinal Muscular Atrophy (SMAPT)-Pilot

## Spinal Muscular Atrophy (SMAPT)-Pilot

[Navigate to the SMA Review/Submit](#)

Form Approved  
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**Method Information**

Select a primary method - LDT refers to Lab Developed Test RUO refers to Research Use Only \*

Select a DNA extraction method \*

**SMN1 assay primer and probe information**

Was a commercial kit used? \*

Yes

**Reference Gene assay primer and probe information**

Select a reference gene: \*

Was a commercial kit used? \*

Yes

9. Indicate whether a commercial was used by clicking the drop-down arrow.

SMN1 assay primer and probe information

Was a commercial kit used? \*

Yes

No

Yes



10. If a commercial kit was used, no further information is required for the SMN1 assay primer and probe information section.

SMN1 assay primer and probe information

Was a commercial kit used? \*

Yes



11. If a commercial kit was not used, additional probe and primer sequence information is required.

SMN1 assay primer and probe information

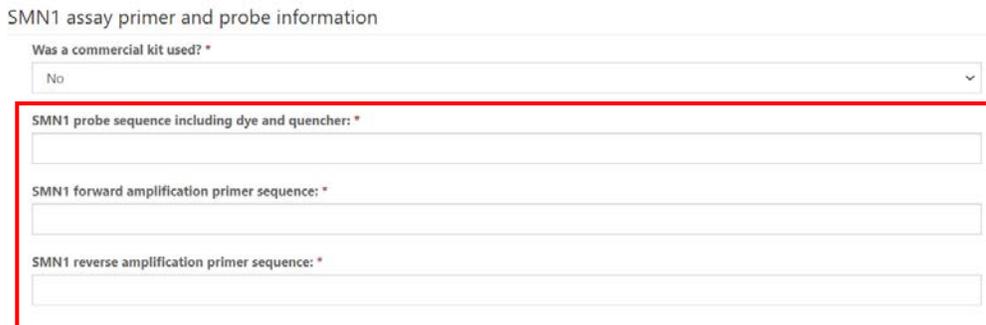
Was a commercial kit used? \*

No

SMN1 probe sequence including dye and quencher: \*

SMN1 forward amplification primer sequence: \*

SMN1 reverse amplification primer sequence: \*



12. Reference gene assay primer and probe information should be entered into the 'Reference gene assay primer and probe information' section.

Home > Spinal Muscular Atrophy (SMAPT)-Pilot

## Spinal Muscular Atrophy (SMAPT)-Pilot

[Navigate to the SMA Review/Submit](#)

Form Approved  
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Exp. Date 01/31/2021

**Method Information**

Select a primary method - LDT refers to Lab Developed Test RUO refers to Research Use Only \*

Select a DNA extraction method \*

**SMN1 assay primer and probe information**

Was a commercial kit used? \*

Yes

**Reference Gene assay primer and probe information**

Select a reference gene: \*

Was a commercial kit used? \*

Yes

13. Select a reference gene by clicking the magnifying glass.

**SMN1 assay primer and probe information**

Was a commercial kit used? \*

No

SMN1 probe sequence including dye and quencher: \*

SMN1 forward amplification primer sequence: \*

SMN1 reverse amplification primer sequence: \*

**Reference Gene assay primer and probe information**

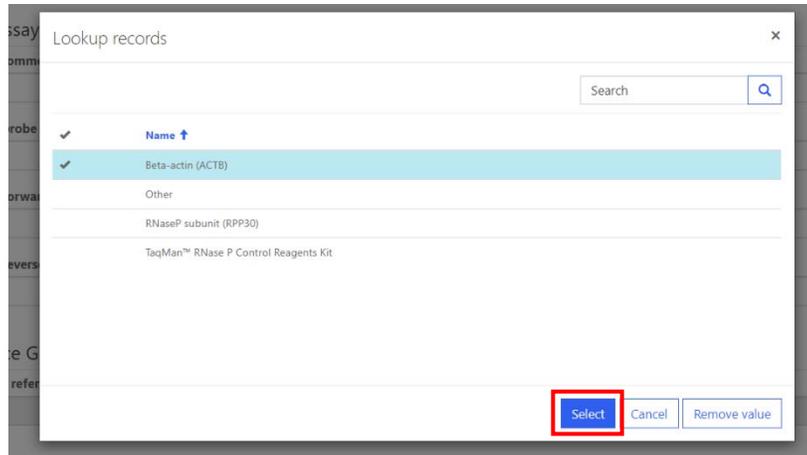
Select a reference gene: \*

Was a commercial kit used? \*

Yes

14. Choose a reference gene then click 'Select'.



Reference Gene assay primer and probe information

Select a reference gene: \*

Beta-actin (ACTB) ✕ 🔍

15. Indicate whether a commercial kit was used, by click the drop-down arrow.

SMN1 assay primer and probe information

Was a commercial kit used? \*

No ▼

SMN1 probe sequence including dye and quencher: \*

SMN1 forward amplification primer sequence: \*

SMN1 reverse amplification primer sequence: \*

Reference Gene assay primer and probe information

Select a reference gene: \*

Was a commercial kit used? \*

Yes ▼

16. If a commercial kit was used, no further information is required for reference gene assay primer and probe information section.

Reference Gene assay primer and probe information

Select a reference gene: \*

Beta-actin (ACTB) ✕ 🔍

Was a commercial kit used? \*

Yes ▼

- If a commercial kit was not used, additional reference gene probe and primer sequence information is required.

Reference Gene assay primer and probe information

Select a reference gene: \*

Beta-actin (ACTB)

Was a commercial kit used? \*

No

Reference gene probe sequence including dye and quencher: \*

Reference gene forward amplification primer sequence: \*

Reference gene reverse amplification primer sequence: \*

### 3.3 Data Entry

- Navigate to the page titled ‘Spinal Muscular Atrophy (SMAPT) – Pilot’ to enter SMAPT data including clinical assessment. Navigation details can be found in section 3.1.

Home > Spinal Muscular Atrophy (SMAPT)-Pilot

## Spinal Muscular Atrophy (SMAPT)-Pilot

[Navigate to the SMA Review/Submit](#)

Form Approved  
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Exp. Date 01/31/2021

Reference gene reverse amplification primer sequence: \*

### Data Entry

Specimen Number	Analyte	Clinical Assessment Code *	Comments
2020P017001	SMN1 Exon 7	<input type="text"/>	<input type="text"/>
2020P017002	SMN1 Exon 7	<input type="text"/>	<input type="text"/>
2020P017003	SMN1 Exon 7	<input type="text"/>	<input type="text"/>
2020P017004	SMN1 Exon 7	<input type="text"/>	<input type="text"/>
2020P017005	SMN1 Exon 7	<input type="text"/>	<input type="text"/>

Participating laboratories must generate and submit their own results and must not share NSQAP Pilot PT test results or specimens with any other laboratory under ANY circumstance, even if the laboratory normally sends specimens to referral laboratories for routine or confirmatory testing. If participants are found to have falsified or shared results or specimens, the NSQAP committee will convene to discuss response actions for the participant which may include termination from the program.

- Select a clinical assessment code for each of the five specimens by clicking the drop-down arrow.

Data Entry

Specimen Number	Analyte	Clinical Assessment Code *	Comments
2020P017001	SMN1 Exon 7	<input type="text"/>	<input type="text"/>
2020P017002	SMN1 Exon 7	<input type="text"/>	<input type="text"/>
2020P017003	SMN1 Exon 7	<input type="text"/>	<input type="text"/>
2020P017004	SMN1 Exon 7	<input type="text"/>	<input type="text"/>
2020P017005	SMN1 Exon 7	<input type="text"/>	<input type="text"/>

Participating laboratories must generate and submit their own results and must not share NSQAP Pilot PT test results or specimens with any other laboratory under ANY circumstance, even if the laboratory normally sends specimens to referral laboratories for routine or confirmatory testing. If participants are found to have falsified or shared results or specimens, the NSQAP committee will convene to discuss response actions for the participant which may include termination from the program.

Data Entry

Specimen Number	Analyte	Clinical Assessment Code *	Comments
2020P017001	SMN1 Exon 7	<input type="text"/>	<input type="text"/>
2020P017002	SMN1 Exon 7	<input type="text"/>	<input type="text"/>
2020P017003	SMN1 Exon 7	<input type="text"/>	<input type="text"/>
2020P017004	SMN1 Exon 7	<input type="text"/>	<input type="text"/>
2020P017005	SMN1 Exon 7	<input type="text"/>	<input type="text"/>

Participating laboratories must generate and submit their own results and must not share NSQAP Pilot PT test results or specimens with any other laboratory under ANY circumstance, even if the laboratory normally sends specimens to referral laboratories for routine or confirmatory testing. If participants are found to have falsified or shared results or specimens, the NSQAP committee will convene to discuss response actions for the participant which may include termination from the program.

- If necessary, enter any comments into the appropriate comment box.

Data Entry

Specimen Number	Analyte	Clinical Assessment Code *	Comments
2020P017001	SMN1 Exon 7	<input type="text"/>	<input type="text"/>
2020P017002	SMN1 Exon 7	<input type="text"/>	<input type="text"/>
2020P017003	SMN1 Exon 7	<input type="text"/>	<input type="text"/>
2020P017004	SMN1 Exon 7	<input type="text"/>	<input type="text"/>
2020P017005	SMN1 Exon 7	<input type="text"/>	<input type="text"/>

Participating laboratories must generate and submit their own results and must not share NSQAP Pilot PT test results or specimens with any other laboratory under ANY circumstance, even if the laboratory normally sends specimens to referral laboratories for routine or confirmatory testing. If participants are found to have falsified or shared results or specimens, the NSQAP committee will convene to discuss response actions for the participant which may include termination from the program.

## 3.4 Save

1. Once all required SMAPT method information and data has been entered, save both by clicking the **'Save'** button located at the bottom of the page titled 'Spinal Muscular Atrophy (SMAPT) – Pilot'.

**NOTE:** All information & data must be saved as once. Data cannot be partially saved.

Participating laboratories must generate and submit their own results and must not share NSQAP Pilot PT test results or specimens with any other laboratory under ANY circumstance, even if the laboratory normally sends specimens to referral laboratories for routine or confirmatory testing. If participants are found to have falsified or shared results or specimens, the NSQAP committee will convene to discuss response actions for the participant which may include termination from the program.

CDC estimates the average public reporting burden for this collection of information as 6 minutes per response, including the time for reviewing instructions, searching existing data/information sources, gathering and maintaining the data/information needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB Control Number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to CDC/ATSDR Information Collection Review Office, 1600 Clifton Road NE, MS D-74, Atlanta, Georgia 30333; ATTN: PRA (0920-0879).

Use of trade names is for identification only and does not imply endorsement by the Public Health Service, the U.S. Department of Health and Human Services, or the Association of Public Health Laboratories.



2. If you attempt to save the form without entering all required fields you will receive an error message. Complete the missing fields and click 'Save' again.

Home > Spinal Muscular Atrophy (SMAPT)-Pilot

### Spinal Muscular Atrophy (SMAPT)-Pilot

[Navigate to the SMA Review/Submit](#)

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**i** The form could not be submitted for the following reasons:  
Clinical Assessment Code is a required field.

#### Method Information

Select a primary method - LDT refers to Lab Developed Test RUO refers to Research Use Only \*

LDT Real Time PCR - SMN1 AND Reference Gene run in a single tube



Select a DNA extraction method \*

Extracta™ DBS



3. After you have successfully saved your data and information, a confirmation page will appear.

**NOTE:** This confirmation page only confirms that your data has been **saved**. You will still need to navigate to the SMAPT review and submit page to submit your data. See section 4 for additional details.

Home > Spinal Muscular Atrophy (SMAPT)-Pilot

## Spinal Muscular Atrophy (SMAPT)-Pilot

[Navigate to the SMA Review/Submit](#)

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Note: The data is SAVED and NOT SUBMITTED. Click above to go to submission page.

### About NSQAP Self-Service Portal

This program is cosponsored by the Centers for Disease Control and Prevention (CDC) and the Association of Public Health Laboratories (APHL).

**NOTE:** This page can be saved and re-saved as many times as needed, but each new save will override the previous save(s).

## 4. SMAPT Pilot Review & Submit Page

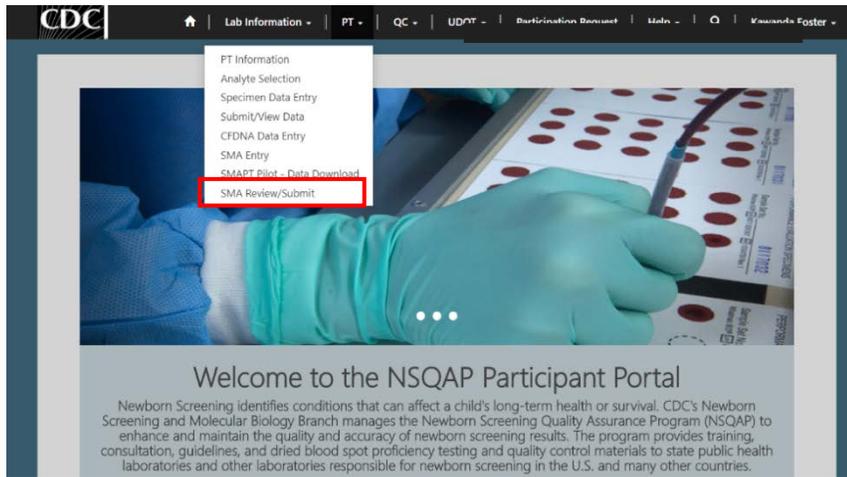
### 4.1 Navigation

SMAPT program participants should review and submit data in the NSQAP Portal after program information and data has been entered and saved in the SMAPT program entry page (see section 3). The review and submit page can be accessed on the portal through the 'Spinal Muscular Atrophy (SMAPT)-Pilot' page or directly via the 'SMA Review/Submit' option on the PT drop-down menu.

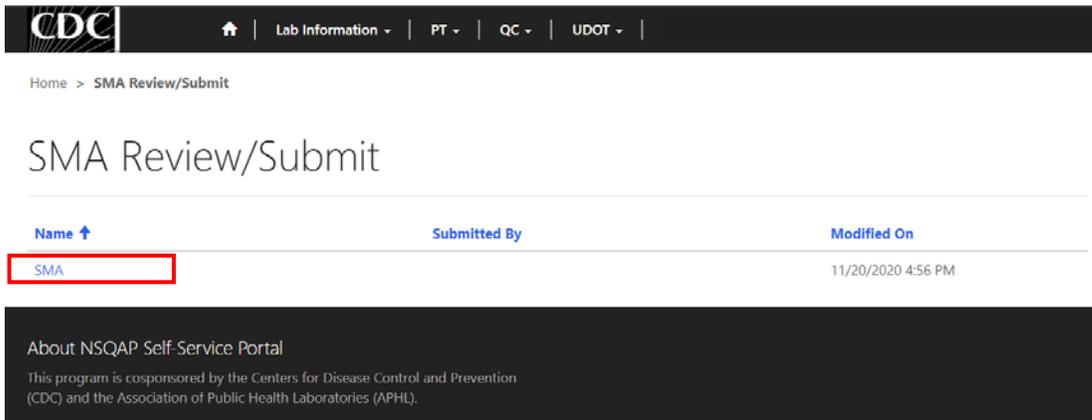
1. To access the SMAPT review and submit page from the SMA entry page, select '**Navigate to the SMA Review/Submit**' link at the top of the page.

The screenshot shows the top navigation bar with the CDC logo and menu items: Home, Lab Information, PT, QC, and UDOT. Below the navigation bar, the breadcrumb trail reads 'Home > Spinal Muscular Atrophy (SMAPT)-Pilot'. The main heading is 'Spinal Muscular Atrophy (SMAPT)-Pilot'. A red box highlights the link 'Navigate to the SMA Review/Submit'. In the bottom right corner, the text reads: 'Form Approved OMB No. 0920-0879 Exp. Date 01/31/2021'.

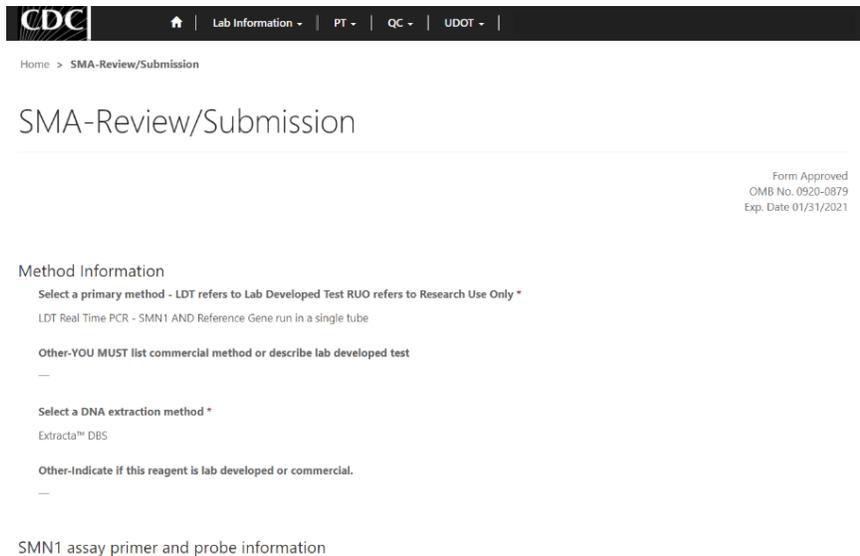
2. To access the SMAPT review and submit page from the PT menu, select '**PT**' then '**SMA Review/Submit**' from the drop-down menu.



- The SMA Review/Submit landing page will appear. Select **'SMA'** to navigate to the review and submit page.



- Review and submit SMART program method information and data on the page titled **'SMA – Review/Submission'**.



## 4.2 Review

1. Navigate to the page titled ‘SMA – Review/Submission’ to review SMAPT program method information and data in a read-only format. Navigation details can be found in section 4.1.

Home > SMA-Review/Submission

### SMA-Review/Submission

Form Approved  
OMB No. 0920-0879  
Exp. Date 01/31/2021

#### Method Information

Select a primary method - LDT refers to Lab Developed Test RUO refers to Research Use Only \*

LDT Real Time PCR - SMN1 AND Reference Gene run in a single tube

Other-YOU MUST list commercial method or describe lab developed test

—

Select a DNA extraction method \*

Extracta™ DBS

Other-Indicate if this reagent is lab developed or commercial.

—

#### SMN1 assay primer and probe information

Was a commercial kit used? \*

No

SMN1 probe sequence including dye and quencher:

5' -FAM/ CCG TGA TGC ATA GGC ACC TGC /3IABLFQ/ -3'

SMN1 forward amplification primer sequence:

5'-TTT GTA AAG GTG CCC ACT CCT -3'

SMN1 reverse amplification primer sequence:

5'-TAT TGC AAC TCG TGA GAA CGG TGA AT -3'

#### Reference Gene assay primer and probe information

Select a reference gene: \*

Beta-actin (ACTB)

Other-YOU MUST specify gene name and symbol

—

Was a commercial kit used? \*

No

Reference gene probe sequence including dye and quencher:

5' -HEX/ TTC TGA CCT GAA GGC TCT GCG CG /3IABLFQ/ -3'

Reference gene forward amplification primer sequence:

5'-TTT GGA CCT GCG AGC G -3'

Reference gene reverse amplification primer sequence:

5'-GAG CGG CTG TCT CCA CAA GT-3'

#### Data Entry

Specimen Number	Analyte	Clinical Assessment Code *	Comments
2020P017001	SMN1 Exon 7	Screen Negative (no follow up req	—
Specimen Number 2020P017002	Analyte SMN1 Exon 7	Clinical Assessment Code * Screen Positive (SMN1 out of rang	Comments —
Specimen Number 2020P017003	Analyte SMN1 Exon 7	Clinical Assessment Code * Unsatisfactory sample (SMN1 and	Comments —
Specimen Number 2020P017004	Analyte SMN1 Exon 7	Clinical Assessment Code * Screen Negative (no follow up req	Comments —
Specimen Number 2020P017005	Analyte SMN1 Exon 7	Clinical Assessment Code * Screen Positive (SMN1 out of rang	Comments —

- If edits are necessary, navigate back to the SMA entry page and make changes as described in section 3 or click the link located at the bottom of the review and submit page labeled **‘Navigate to the SMAPT Entry Page to Make Edits’**.

Data Entry

Specimen Number	Analyte	Clinical Assessment Code *	Comments
2020P017001	SMN1 Exon 7	Screen Negative (no follow up req	—
2020P017002	SMN1 Exon 7	Screen Positive (SMN1 out of rang	—
2020P017003	SMN1 Exon 7	Unsatisfactory sample (SMN1 and	—
2020P017004	SMN1 Exon 7	Screen Negative (no follow up req	—
2020P017005	SMN1 Exon 7	Screen Positive (SMN1 out of rang	—

NOTE:

After you click submit your submission will be locked and cannot be changed. [Navigate to the SMAPT Entry Page to Make Edits](#)

- If no further edits are needed. The program data is ready to be submitted by clicking the ‘Submit’ button. See section 4.3 for additional details.

Specimen Number 2020P017002	Analyte SMN1 Exon 7	Clinical Assessment Code * Screen Positive (SMN1 out of rang	Comments —
Specimen Number 2020P017003	Analyte SMN1 Exon 7	Clinical Assessment Code * Unsatisfactory sample (SMN1 and	Comments —
Specimen Number 2020P017004	Analyte SMN1 Exon 7	Clinical Assessment Code * Screen Negative (no follow up req	Comments —
Specimen Number 2020P017005	Analyte SMN1 Exon 7	Clinical Assessment Code * Screen Positive (SMN1 out of rang	Comments —

NOTE:

After you click submit your submission will be locked and cannot be changed. [Navigate to the SMAPT Entry Page to Make Edits](#)



About NSQAP Self-Service Portal  
This program is cosponsored by the Centers for Disease Control and Prevention

## 4.3 Submit

1. Navigate to the page titled 'SMA – Review/Submission' to submit SMAPT program method information and data. Navigation details can be found in section 4.1.

2. After reviewing the SMA review and submit page, data should be submitted by clicking the 'Submit' button located at the bottom of the page.

Specimen Number	Analyte	Clinical Assessment Code *	Comments
2020P017002	SMN1 Exon 7	Screen Positive (SMN1 out of range)	—
2020P017003	SMN1 Exon 7	Unsatisfactory sample (SMN1 and	—
2020P017004	SMN1 Exon 7	Screen Negative (no follow up req	—
2020P017005	SMN1 Exon 7	Screen Positive (SMN1 out of range)	—

**NOTE:**

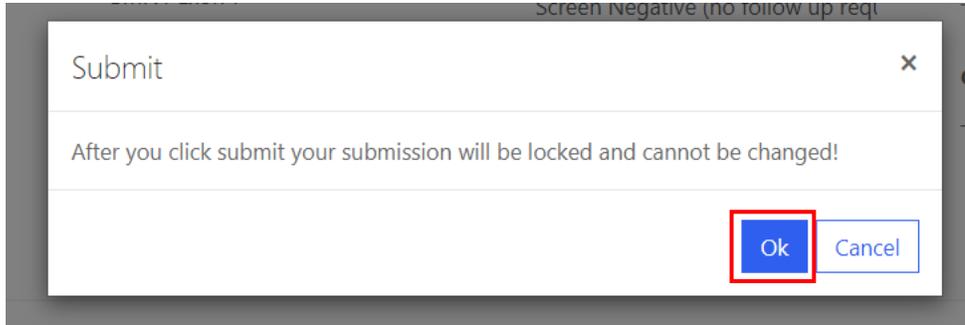
After you click submit your submission will be locked and cannot be changed. [Navigate to the SMAPT Entry Page to Make Edits](#)



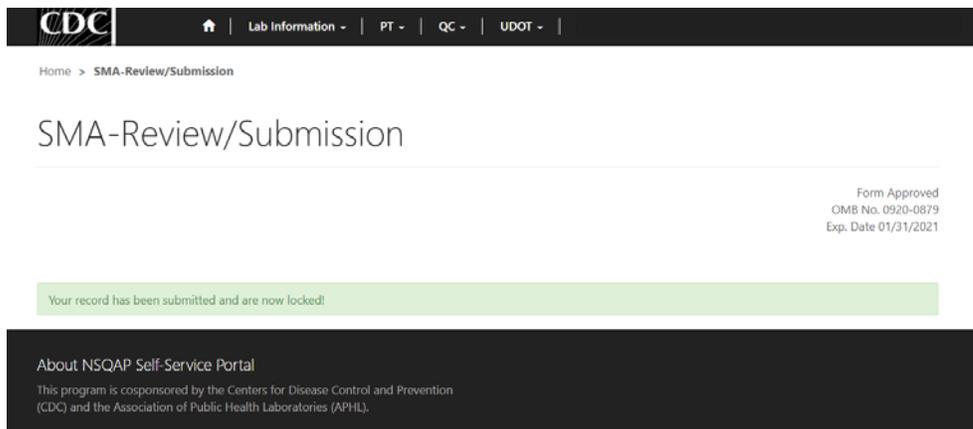
About NSQAP Self-Service Portal  
 This program is cosponsored by the Centers for Disease Control and Prevention

3. You will be prompted to confirm that you are ready to submit. Click **'Ok'** to confirm and submit your SMAPT program information and data.

**NOTE:** You are only allowed to submit your program data **ONCE**. You must review and ensure your entered information and data is accurate **PRIOR** to submitting.



4. Once your data is successfully submitted you will be directed to a confirmation page.



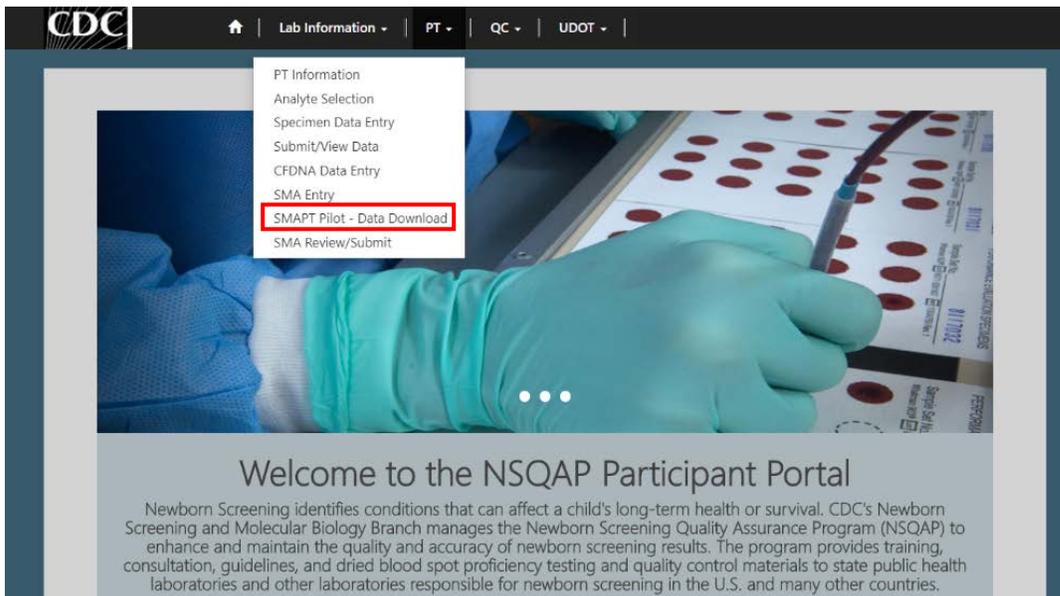
5. Once your SMAPT data is submitted you will no longer be able to access the 'SMA Entry' page. You can view your submitted data in a read-only format by accessing the review and submit page (see section 4.1 and 4.2) or download your submitted data as an excel file by navigating to the data download page (see section 5).

# 5. SMAPT Pilot Data Download Page

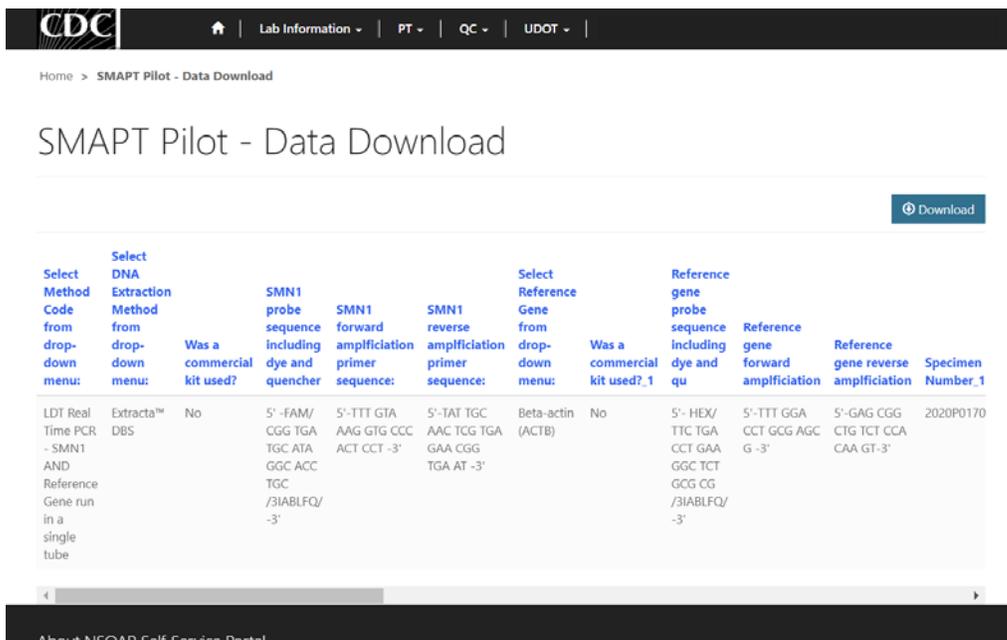
## 5.1 Navigation

After submitting SMAPT program data, participants can navigate to the ‘SMAPT Pilot – Data Download’ page to view submitted information and data and download an excel copy of the submission.

1. The SMAPT program data download page can be accessed through the PT section of the NSQAP Portal. Select ‘PT’ then ‘SMAPT Pilot – Data Download’ from the drop-down menu.



2. The SMAPT data download page will appear.



## 5.2 Data Download

1. Navigate to the page titled 'SMART Pilot -Data Download' to view submitted data and download an excel file copy. Navigation details can be found in section 5.1.

Home > SMART Pilot - Data Download

### SMART Pilot - Data Download

[Download](#)

Select Method Code from drop-down menu:	Select DNA Extraction Method from drop-down menu:	Was a commercial kit used?	SMN1 probe sequence including dye and quencher	SMN1 forward amplification primer sequence:	SMN1 reverse amplification primer sequence:	Select Reference Gene from drop-down menu:	Was a commercial kit used?_1	Reference gene probe sequence including dye and qu	Reference gene forward amplification	Reference gene reverse amplification	Specimen Number_1
LDT Real Time PCR - SMN1 AND Reference Gene run in a single tube	Extracta™ DBS	No	5'-FAM/CGG TGA TGC ATA GGC ACC TGC /3IABLFCQ/-3'	5'-TTT GTA AAG GTG CCC ACT CCT -3'	5'-TAT TGC AAC TCG TGA GAA CGG TGA AT -3'	Beta-actin (ACTB)	No	5'-HEX/TTC TGA CCT GAA GGC TCT GCG CG /3IABLFCQ/-3'	5'-TTT GGA CCT GCG AGC G -3'	5'-GAG CGG CTG TCT CCA CAA GT -3'	2020P0170

About NSQAP Self-Service Portal

2. Use the scroll bar to scroll through the table.

Home > SMART Pilot - Data Download

### SMART Pilot - Data Download

[Download](#)

Select Reference Gene from drop-down menu:	Was a commercial kit used?_1	Reference gene probe sequence including dye and qu	Reference gene forward amplification	Reference gene reverse amplification	Specimen Number_1	SMN1 Exon 7_SN1	Clinical Assessment Code_SN1	Comments_SN1	Specimen Number_2	SMN1 Exon7_SN2	Clinical Assessment Code_SN2
Beta-actin (ACTB)	No	5'-HEX/TTC TGA CCT GAA GGC TCT GCG CG /3IABLFCQ/-3'	5'-TTT GGA CCT GCG AGC G -3'	5'-GAG CGG CTG TCT CCA CAA GT -3'	2020P017001	SMN1 Exon 7	Screen Negative (no follow up required)		2020P017002	SMN1 Exon 7	Screen Positive (SMN1 out of range, reference gene in range)

3. Click the 'Download' button to down the excel file.

Home > SMART Pilot - Data Download

## SMART Pilot - Data Download



Reference gene probe sequence including dye and qu	Reference gene forward amplification	Reference gene reverse amplification	Specimen Number_1	SMN1 Exon 7_SN1	Clinical Assessment Code_SN1	Comments_SN1	Specimen Number_2	SMN1 Exon7_SN2	Clinical Assessment Code_SN2
5'-HEX/TTC TGA CCT GAA GGC TCT GCG CG /3IABLFO/-3'	5'-TTT GGA CCT GCG AGC G -3'	5'-GAG CGG CTG TCT CCA CAA GT-3'	2020P017001	SMN1 Exon 7	Screen Negative (no follow up required)		2020P017002	SMN1 Exon 7	Screen Positive (SMN1 out of range, reference gene in range)

4. Open the downloaded file.

ABOUT NSQAP Self-Service Portal  
 This program is cosponsored by the Centers for Disease Control and Prevention (CDC) and the Association of Public Health Laboratories (APHL).

Submission View.xlsx  
 Open file

5. Save the downloaded files for your records.

