

2025 Q3

Update Identifier:

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Scheduled Deployment Date:

Tuesday 30th September 2025

1. Overview

The next update to LabHQ will include new features, improvements and defect fixes to optimise your LIMS experience. This change summary provides a comprehensive overview of what to expect, including a list of changes and impact assessments.

1.1 Impact Assessment Guide

Software changes can vary widely, therefore an impact assessment is carried out for each change using the following impact scoring system.

Each feature is assessed across four key criteria, with scores assigned on a scale from **1 (Low Impact)** to **5 (High Impact)**. The total impact score is the sum of all individual category scores.

1. Compliance & Regulatory

- 1 - No effect on compliance or regulatory processes.
- 3 - Enhances compliance processes but does not require revalidation.
- 5 - Direct impact on regulatory adherence, requiring revalidation.

2. User Experience & Training

- 1 - No training required, feature is intuitive.
- 3 - Some training or documentation updates may be needed.
- 5 - Major changes requiring user training or new SOPs.

3. Data Integrity & Security

- 1 - No effect on data security or integrity.
- 3 - Enhances security or data handling but does not require urgent attention.
- 5 - Introduces critical security updates or requires policy changes.

4. Configuration

- 1 - No changes required.
- 3 - Some configuration needed.
- 5 - Significant setup or reconfiguration needed.

Total Impact Score Calculation

Total score = Sum of all category scores (Max: 20, Min: 4)

Based on the total score, the impact level is classified as:

- 4-8: Low impact (Minimal changes needed, no disruption)
- 9-12: Moderate impact (Some configuration or training required)
- 13-16: High impact (Significant changes, compliance involvement may be required)
- 17-20: Critical impact (Requires validation, training and/or rollout planning)

2. Production Environment Updates

This details the features and defect fixes that will be available in production from the scheduled deployment date.

2.1 Features

The following features will be available in this update:

837 - Submit a job via the LabHQ Portal

- Description:
 - Submit a job directly from the portal
 - Select one or more products per job
 - Add samples and assign products to them
 - Select a test suite for each sample
 - Record job and sample details (including custom fields)
 - Automatically generate job and sample identifiers
 - Capture submitting user details
 - Copy data between samples for efficiency
 - Generate & attach a job submission report
 - Send a job submitted notification
- Key benefits/improvements:
 - Streamline the job submission process for jobs submitted externally to the lab

- Reduce manual efforts through data copying between samples
- Traceability of external users submitting jobs
- Impact Score 10 - Moderate impact

98 - Import results to LabHQ

- Description:
 - Configure test method and CSV input mappings
 - Control permissions for mapping configurations
 - Upload results from a CSV file directly to the enter results screen
 - Audit and track imported results
 - Import results via the developer API
 - Automate result imports using the Agent with scheduler
- Key benefits/improvements:
 - Faster, more reliable results entry
 - Reduce manual workload and data entry errors
 - Integration with external systems through CSV or API
 - Full audit trail for compliance and traceability
- Impact Score 16 - High impact

896 - Default sample certificate template for products

- Description:
 - Configure default sample certificate templates per product
 - Automatically select the default template when generating sample certificates in the lifecycle
- Key benefits/improvements:
 - Consistent certificate generation for products

344 - View a sample audit trail for a single sample

- Description:
 - Sample-specific audit trail view
 - Displays all events tied to the sample, including lifecycle progress, updates to sample details and deletions)
 - Restricted by Audit permission
- Key benefits/improvements:
 - Saves time by avoiding manual searches through the main audit

- Improves traceability for samples
- Provides users clear visibility of the full sample lifecycle

349 - Enforce specification selection at sample receipt

- Description:
 - Enforce selection of a specification at the time of sample receipt
 - For samples with one product specification:
 - Automatically select the specification
 - Option to assign no specification
 - For samples with multiple product specifications:
 - Require deliberate user selection to select a specification or no specification
 - Prevent sample receipt progression without selection of a specification
- Key benefits/improvements:
 - Prevents specifications being overlooked during sample receipt
 - Reduces risk of missed failures

1203 - Browser locale for custom date fields in the portal

- Description:
 - Detects user's locale automatically from the browser settings
 - Formats all date-type custom fields in line with the detected locale
- Key benefits/improvements:
 - Improves usability for external users by matching their local date format
 - Reduces risk of misinterpretation of dates

1308 - Rename of specification trend limits

- Description:
 - Replaces terminology for specification “trend limits” to “warning limits”
- Key benefits/improvements:
 - Reduces confusion by clearly distinguishing specification limits from trend analytics

1280 - Stock categories

Foundation work for the upcoming stock module

- Description:
 - New system list available: Stock Categories
 - Default values include: Reagents, Consumables, Standards, Equipment

- Key benefits/improvements:
 - Sets up the system ready for the new stock management module to be introduced

2.2 Defect Fixes

This update will address the following issues:

None

3. Validation Environment Updates

This section details the changes that are currently available in the validation environment for review and testing prior to release in production.

3.1 Features

494/1302 - Stock item templates

- Description:
 - Create, manage and delete stock item templates
 - Assign stock item name, code & units of measure
- Key benefits/improvements:
 - Standardise stock records
 - Speed up the booking in process by using predefined templates

1280 - Stock categories

Builds on production release 1280 (Stock Categories system list)

- Description:
 - Category can be assigned to a stock item template
- Key benefits/improvements:
 - Improves organisation of stock records by grouping similar items
 - Enhances searchability by filtering on categories

1281 - Minimum stock threshold

- Description:
 - Define a minimum stock threshold per stock item
 - Availability status is determined by comparing available quantity across all non-expired batches with the minimum threshold:
 - In stock: Quantity available > Minimum threshold
 - Low stock: Quantity available ≤ Minimum threshold but > 0

- Out of stock: Quantity available = 0
- Key benefits/improvements:
 - Provides early warning when stock is running low, reducing risk of delays or downtime
 - Supports proactive reordering and better inventory control

495 - Receive stock

- Description:
 - Receive new stock batches into the system
 - Creates a new batch record linked to a stock item template
 - Record stock batch number, quantity received & expiry
 - Total quantity available is automatically updated
- Key benefits/improvements:
 - Keeps inventory accurate and up to date

1283 - Assign a status to a stock batch

- Description:
 - Assign a status to each stock batch: Requires testing, Testing in progress, Approved or Rejected
 - Status is set during stock receipt but can be edited later
 - Status is displayed on batch records in the inventory
- Key benefits/improvements:
 - Provides visibility of batch usability and approval state
 - Supports inventory workflows

1282 - Edit batch details after stock receipt

- Description:
 - Edit certain batch details following stock receipt, including batch number & expiry
 - Changes are recorded in the audit trail
- Key benefits/improvements:
 - Provides flexibility to correct data entry errors
 - Maintains data integrity and traceability through full audit logging of edits

496/1390/1389 - View stock summary in inventory

- Description:
 - Inventory dashboard summarises all stock items in the lab

- Shows available quantity calculated as the total of all quantities received across all non-expired batches
- Availability status (In stock, Low stock or Out of stock)
- Summary metrics, including total items in stock, total items low in stock and total items out of stock
- Key benefits/improvements:
 - Real time visibility of all inventory across the lab
 - Helps users quickly identify stock availability
 - Highlights low or out of stock items

1305 - View stock batches for a given stock item

- Description:
 - View individual batch records for a given stock item, including batch number, quantity available, expiry and date/time received
- Key benefits/improvements:
 - Full visibility into all batches of a stock item, not just totals
 - Helps users track expiry dates and plan usage or reordering

1284 - View expired stock batches

- Description:
 - View of expired stock batches to help users monitor and manage expired inventory
 - Includes all batches that have passed the expiry date (not including batches expiring on the current date)
 - Ordered by most recently expired
- Key benefits/improvements:
 - Provides clear visibility of expired inventory across the lab
 - Supports compliance by tracking expired stock
 - Helps reduce risk of use of expired materials

497 - Record consumption of stock batches

- Description:
 - Manually consume stock to account for usage or losses not related to testing
 - Record a reason for consumption (e.g., expired, contaminated, damaged etc.)
 - Available quantity for a batch is automatically reduced
 - Consumptions are recorded in the audit trail

- Key benefits/improvements:
 - Ensures accurate tracking of non-testing related stock usage
 - Supports compliance by documenting reasons for stock loss
 - Improves data integrity with auditing of all consumptions

1288 - Stock usage tracking

- Description:
 - Users can see a historical record of stock consumption
 - Includes type of consumption, (e.g. Manual), purpose, item details, quantity consumed, date/time of consumption & user responsible
- Key benefits/improvements:
 - Provides visibility into how stock is consumed
 - Supports accountability by linking consumption to specific users

1289 - Audit stock actions

- Description:
 - Audit trail includes all stock-related actions
 - Stock item creations, updates and deletions
 - Stock batch record receipt, consumptions, edits and expiries
- Key benefits/improvements:
 - Provides complete traceability for all stock related actions

4. System Requirements

Please ensure that your system meets the following minimum requirements:

- **Operating system:**
 - Windows 10 or later
- **Browser:**
 - Google Chrome version 100+
 - Microsoft Edge version 100+
- **Internet Connection:**
 - Broadband internet connection (minimum 5 Mbps download, 1 Mbps upload)

5. Update Process

For a smooth transition to the next software update, please follow these steps:

5.1 Validation

Users are encouraged to frequently visit the LabHQ validation environment to review new features prior to the scheduled go live date in production. Updates will be made to the validation environment every 2 weeks.

Users will be given a one-month window to carry out validation prior to the scheduled go live date, during which time no further updates will be deployed to the validation environment.

Any feedback or issues should be reported to us via the help desk by emailing support@thelabhq.com.

5.2 Pre-update Check

Ensure that your system meets all pre-requisites for the next software update (see [System Requirements](#) above). This typically includes having an internet connection, access to the LabHQ app and up-to-date browser versions.

5.3 Accessing the Updates

The latest updates will be applied directly to your LabHQ production environment on the scheduled go live date, with no need for user intervention. Once the latest updates have been deployed, the next time you log in, you will automatically see the latest changes.

5.4 Post-update Monitoring

We will monitor the system to ensure that everything functions smoothly after the deployment to production. If any issues are identified, they will be resolved as soon as possible. Users can report any issues via the help desk by emailing support@thelabhq.com.

6. Latest Updates & Documentation

For more detailed information on this update, including latest updates and test certificates, please refer to the following:

- **Latest Updates:** [LabHQ Developer Change Log](#)
- **Validation Test Certificate:** [LabHQ Validation Certificates](#)