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Plating Protocol if Biological Safety Cabinet is Unavailable – Medical Center

Introduction Standard practice dictates the use of a biological safety cabinet for processing of higher risk sterile site and respiratory specimens. The risk, however is lower for processing specimens as compared to working directly with colonies grown on cultures.

Scope This procedure is intended for use only in an emergency when a biological safety cabinet is unavailable.

Policy

- Plating or preparation of a Gram stain of sterile site or respiratory specimens will be performed on a bench top without the use of a biological safety cabinet only when the cabinet is unavailable with the use of appropriate personnel protective equipment [PPE].
- The local laboratory will determine if this procedure will be utilized. If not, the specimens will be routed to the Regional Reference Laboratories Bacteriology department for processing. Adherence to transport time and temperature must be followed [refer to Medical Center Plating Chart or LabNet for complete information].
- A Bacteriology Manager will be contacted prior to sending unplated specimens to the Regional Reference Laboratory as respiratory specimens cannot be set-up without a Q-Score [the exception is the Neutropenic Patient procedure]

Equipment

- Gloves
- Lab Coat
- Face shield
- N-95 Respirator

NOTE: Individuals must be medically cleared and fit tested before donning any respirator.

Safety Precautions Refer to the Safety Manual for general safety requirements.

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Plating Protocol if Biological Safety Cabinet is Unavailable – Medical Center, continued

Plating or preparing gram stain at the workbench

Ensure that the workbench area is secure and that no other personnel walk or perform other activities which might cause air disturbance within **6 feet** of the area where the plating or preparation of the gram stain slide is taking place.

Centrifugation

Sterile site (excluding tissue specimens) and bronchial respiratory specimens (such as bronchial lavage) require cyto centrifugation prior to gram stain preparation or media inoculation.

Step	Action
1	Centrifuge the specimen in a sterile capped conical centrifuge tube at 1500xg for 15 minutes.
2	After centrifugation, remove the supernatant leaving ~0.5 ml in the bottom of the centrifuge tube.
3	Suspend the pellet by agitation of the tube
4	Inoculate the media
5	Prepare the Gram stain

Transport to the Regional Reference Laboratory

Refer to the Medical Center Media Plating Chart or LabNet for transportation requirements.

BSC Repair

Ensure the Biological Safety Cabinet is functioning optimally [as soon as possible] in order to return to standard practice. Refer to the BSC Certification Report provided by the vendor [e.g. CEPA].

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Plating Protocol if Biological Safety Cabinet is Unavailable – Medical Center, continued

**Controlled
Documents**

- LabNet
 - Medical Center Media Plating Chart
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**Non-
Controlled
Documents**

- BSC Certification Report [e.g. CEPA]
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Signature Manifest

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All dates and times are in Pacific Standard Time.

Plating Protocol w/o Safety Cabinet

Initial Approval

Name/Signature	Title	Date	Meaning/Reason
Janice Wolf (K119893)	Operations Director	16 Aug 2017, 09:29:21 AM	Approved

Final Approval

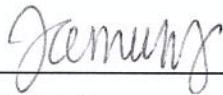
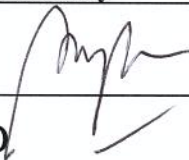
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David Quam (P092597)	Rgnl Mg Admn-Pmg Executive	16 Aug 2017, 10:14:24 AM	Approved

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Matthew Jones (F754627)	Systems Consultant		
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Plating Protocol if Biological Safety Cabinet is Unavailable - Medical Centers

Reviewed and approved by (for Medical Center Area Approval Only):

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