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|  Microbiology Evening Coverage Policy |
| **Purpose** | This procedure provides instruction for Microbiologists working on Evening shift. |
| **Principal and Clinical Significance** | The intent is to define the priorities and expectations of the Microbiologist working the evening shift |
| **Policy Statements** | This procedure applies to Microbiologists who perform plate reading on evening shift.  |
| **List of priorities** | 1. Communicate with day shift to review pending work and worksheets.
2. Perform any test performed on the Cepheid GeneXpert.
3. Perform any test performed on the BioFire FilmArray.
4. Perform any stat Gram stain.
5. Help core evening staff cover Culture Bench. Cover breaks, long absences covering in core lab or when warranted by workload.
6. Read UC cultures at 1700 (purple) and 2100 (pink) until 0300 collect time on same day.
7. Read positive BC Cultures that were set up before 0300 on same day.
8. Enter Vitek ID and susceptibility results. Final cultures that are complete. Place Vitek printout on corresponding if culture is not complete.
9. Read Desk 1 cultures that were set up before 0300 on same day. Prioritize pure cultures from significant sources.
10. Read respiratory cultures that were set up before 0300 on same day. Prioritize pure cultures from significant sources.
11. Process and read OAP.
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| **Special Safety Precautions** | Microbiologists/virologists are subject to occupational risks associated with specimen handling.1. [*Biohazard Containment*](file:///%5C%5Ckidsnet.childrenshc.org%5Cchcdfs%5Cdept%5CLab%20Procedures%5CMicro%20Procedure%20Manuals%5CMC%20200%20%20%20%20Safety%5CMC%20201%20%20%20Biohazard%20Containment.doc)
2. [*Biohazardous Spills*](file:///%5C%5Ckidsnet.childrenshc.org%5Cchcdfs%5Cdept%5CLab%20Procedures%5CMicro%20Procedure%20Manuals%5CMC%20200%20%20%20%20Safety%5CMC%20204%20%20%20Biohazardous%20spills.doc)
3. [*Safety in the Microbiology/Virology Laboratory*](file:///%5C%5Ckidsnet.childrenshc.org%5Cchcdfs%5Cdept%5CLab%20Procedures%5CMicro%20Procedure%20Manuals%5CMC%20200%20%20%20%20Safety%5CMC%20202%20%20%20Safety%20in%20the%20Microbiology%20Lab%20Policy.doc)
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| **Training Plan/ Competency Assessment** | **Training Plan** | **Initial Competency Assessment** |
| 1. Employee must read the procedure.
2. Employee will observe trainer performing the procedure.
3. Employee will demonstrate the ability to perform procedure, record results and document corrective action after instruction by the trainer.
 | 1. Direct observation.
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| **Historical Record** |  |  |  |  |
|  | **Version** | **Written/Revised by:** | **Effective Date:** | **Summary of Revisions** |
| 1 | Susan DeMeyere | 7/8/2019 | Initial version |
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