

# Micro Council Meeting Minutes

1900

8-29-12

**Facilitator:** Jerry      **Note taker:** Michael Majors

**Attendees:** Tim Hawley, Jane Mattson, Ashley Peterschick, Phyllis Verduin

**Absent:** Nick Fuller and Lynn Weedmark

Please remember to let Jerry know if you will not be able to attend any future MC meetings.

**Review and sign-off of the minutes is mandatory for all Micro staff prior to next meeting.**  
Deadline 9-26-2012

## Old Business

**Agenda item:** 2012 Employee Survey

**Presenter:** Jerry

**Reminder:** The 2012 survey will begin September 10<sup>th</sup> through October 7<sup>th</sup>. The Action Items that we have been working from last year's survey are summarized in the July MC Minutes. Please review them to make sure we are making progress.

**Agenda item:** Gram stain and Culture Review Logs

**Presenter:** Jerry

**Another Reminder:** If you leave something for review, you are responsible for **going back to see what the outcome was** and to **initial the review log**. This is a key point for communication and learning.

**Agenda item:** Micro Council Positions

**Presenter:** Jerry

**Discussion:** Election of MC representatives will occur in October. The positions that will be open include 1 on 1<sup>st</sup> shift, 2 on 2<sup>nd</sup> shift, and 1 on 3<sup>rd</sup> shift. If you are interested in serving on the council, or would like to nominate someone, please send an e-mail to Jerry by 9/15.

**Agenda item:** Send out Procedure

**Presenter:** Jerry/Phyllis

**Discussion:** The isolate Send out Procedure is near completion. Phyllis is still trying to verify the specific information that the state lab needs on their form. We've recently obtained environmental pouches for transporting anaerobic and microaerophilic isolates. Instructions for use will be added to the forthcoming procedure.

### Action items

**Person responsible**

**Deadline**

✓ Distribute and post final version

Michael

9/26/12

**Agenda item:** Storage for finished cultures – Mixed urine cultures

**Presenter:** Jerry

**Discussion:** The Mixed Flora urine cultures are being stored in the front of the cupboard. Several people have commented that this is working much better and plates can be located quickly when they need to be retrieved. Thank you, June, for submitting the suggestion!

**Agenda item:** Billing for Fungus Smears

**Presenter:** Jerry

**Reminder:**

- We do NOT add Fungal Smear billing to PAML or SHMC fungus cultures anymore. The billing is included with the CFC. We DO need to credit the Fungal Smear (FSCR) if one is not done.
- We DO need to continue billing KOH (KOHb) on CFS when they are done. KOH is not automatically billed with a CFS.

**Agenda item:** LIS Isolate Workup Updates

**Presenter:** Jerry

**Discussion:** There are now ID workups for CIN plates and MAC NLFs on stool cultures. In addition, the CIN workup is associated with the Yersinia name keys. The Salmonella and Shigella workups have been changed to reflect our current procedures. The Staph, Strep and GNR workups have also been updated. Please consult Jan with any questions.

**Agenda item:** AST Availability

**Presenter:** Michael

**Discussion:** A reference list is now available for Phoenix AST availability for GNRs. This list is useful for determining whether to set up Phoenix AST vs. E-tests. Michael is also working on a master list that summarizes all AST that is available in-house, including disk diffusion, E-test, and Phoenix. Some new E-tests have been added to expand our testing capabilities.

Action items	Person responsible	Deadline
✓ Distribute master list of AST availability	Michael	9/26/12

## New Business

**Agenda item:** Staffing **Presenter:** Jerry

**Discussion:** One new employee has been hired. Nathan will fill the position vacated by Alicia. Nathan will start orientation September 10<sup>th</sup>. A plan for training will be determined. Within the department, Joshua has accepted the position vacated by Mark. Shannon has accepted the position vacated by Amanda and Jon has accepted the position being vacated by Shannon. The position Jon will vacate is pending approval from administration.

**Agenda item:** Quality Control Testing **Presenter:** Jerry

**Submitted Comment:** Several antimicrobial disks/E-tests have been recently encountered that were in use but there was no evidence of QC testing in the computer.

**Reminders:** If you use the last disk or strip from a lot, please sub the QC organism so that testing can be performed on the following day. The reference sheet on the back of the AST sheets located on each plate bench will tell you which organism is needed for each disk or E-test. If you're unsure what to do, please leave a note for someone to follow up. Each lot in use should be carefully checked by the person performing weekly QC testing. We are all responsible for ensuring that the test products we use have undergone proper QC testing. If you use the last item, PLEASE be responsible for testing the next lot, or leave a note if necessary!

**Agenda item:** Pending Logs for PCR and O&Ps **Presenter:** Tim

**Reminder:** The pending logs for PCR and O&P tests are not being done consistently. Please make sure these get done **every day** so that we can catch things that are missed right away.

**Agenda item:** MLS Students Collecting Isolates **Presenter:** Jerry

**Discussion:** In October, two of the current CLS will be collecting *S. pneumoniae* isolates for a susceptibility study. The students will notify the department when their efforts begin.

## Safety

As a result of the Culture of Safety Survey, safety topics/concerns will be discussed at each Micro Council meeting. Urgent safety concerns should be immediately addressed with Jerry. However, safety issues related to general practices can be addressed and discussed through the Micro Council. Please send suggested topics to the council via Jerry or a MC representative.

**Agenda item:** Biosafety cabinets **Presenter:** Tim

**Safety Issue:** Specimens, labels, etc. are sometimes being placed on the air intake vents near the front of the hoods. Any objects placed on the grate will disrupt the airflow and compromise the safety that the cabinets offer. Please keep these vents clear of all items. All materials should be placed and used inside the central area of the hoods.

**Agenda item:** Culture Storage Cupboard **Presenter:** Phyllis

**Safety Issue:** The lower shelves of the cupboard are difficult to access for culture storage and retrieval.

**Conclusion:** Please submit any ideas for improving the accessibility to the lower shelves to Jerry.

## R&D Status Update

**This section includes a summary of Microbiology projects that are currently underway.**

**Project:** MIDI HPLC testing for the identification of *Mycobacterium* & Mycolic Acid Bacteria.

**Status:** The vendor is scheduled to be onsite 9/18 and 9/19 to perform preventative maintenance on the instrument. Clinical testing will begin the following week starting 9/24. Michael will assume responsibility for performing testing while training continues.

**Project:** Helicobacter pylori Susceptibility Testing

**Status:** Thank you to those of you that have been saving positive CLO tests! We've been able to recover several clinical isolates this way. Unfortunately, the E-test method has not proven to be an option for susceptibility testing. However, we have established a method for maintaining isolates for send out to reference laboratories upon request. No decision has been made on whether or not to explore other AST options to bring the testing in house.

**Project:** Caspofungin disk diffusion testing for *Candida* species

**Status:** The manufacturer has not responded to multiple inquiries regarding the status of disk production. The evaluation is on hold indefinitely until the manufacturer commits to supplying the disks.  
**Post-meeting update:** the manufacturer is planning to gear up for disk production sometime in 2013.

**Project:** Modified Kinyoun Stain (post-meeting add-on)

**Status:** The protocol for performing the modified Kinyoun's stain for *Cryptosporidium* and *Nocardia* is currently under review. While our previous reagents have produced good results with *Cryptosporidium*, the staining for partially acid fast bacteria has been inconsistent. Our protocols will be reviewed and, if necessary, modified to reflect the protocols recommended by the ASM Manual of Clinical Microbiology and the Diagnostic Medical Parasitology references. In the meantime, a commercial staining kit for *Cryptosporidium* is in place. Please refer to instructions for use that are located in the kit. It is important not to make stool smears too thick. You may notice more lavender background than what you are used to seeing. However, the *Cryptosporidium* cells are still discernible.

### ***Kudos***

- **Kudos to all who received positive comments from last year's students. Thank you for doing such a great job with the students.**
- **Thanks to everyone that has dealt with the issues surrounding the C. diff PCR assay. Testing has been resumed in-house as of 9/4. Please notify Michael and Jerry right away if any issues are encountered.**
- **Thank you Joanne, Lynn, and Teresa for the extra things you do to help support our PCR testing!**

### ***Next Meeting***

**Date/Time:** Wednesday, September 26 at 1900