

Micro Council Meeting Minutes

1900

9-26-12

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

Attendees: Nick Fuller, Tim Hawley, Jane Mattson, Ashley Peterschick, Phyllis Verduin

Absent: Lynn Weedmark (excused)

Review and sign-off of the minutes is mandatory for all Micro staff prior to next meeting.

Deadline 11-1-2012

Old Business

Agenda item: Micro Council Positions

Presenter: Jerry

Discussion: Election of MC representatives will occur in October. Thank you to Jane, Lynn, and Tim for all of your contributions and service on the Micro Council! The open positions include 1 on 1st shift, 2 on 2nd shift, and 1 on 3rd shift. The nominees/volunteers include Joanne, Jenn BB, Joshua, Esther, Tony, Krystal, and Tiesha. Jerry will provide further details for the election process soon.

Agenda item: Send out Procedure – Pending

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

✓ Finalize details for procedure

Phyllis

11/1/12

✓ Distribute and post final version

Michael

11/1/12

Agenda item: Pending Logs for PCR and O&Ps

Presenter: Tim

Reminder: The pending logs for PCR and O&P tests were not being consistently done each day. This has improved. Please continue to 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

Reminder: In October, two of the current CLS will be collecting *S. pneumoniae* isolates for a susceptibility study. Please save all isolates by placing a plate on the student bench.

New Business

Agenda item: Staffing

Presenter: Jerry

Discussion: The weekend lab assistant position has not been filled yet. One of the current CLS students may be used temporarily until a more permanent person can be found.

Agenda item: PCR Clerical Check

Presenter: Michael

Discussion: When performing clerical checks, please remember to verify that the correct assay was selected for testing. The test batch logs have been updated on the intranet to include this check.

Agenda item: Quality Control Testing

Presenter: Nick

Discussion: It would be helpful to have a summary of the QC responsibilities that are routinely performed.

Action items

Person responsible

Deadline

✓ Compile a summary of routine QC activities.

Nick

11/1/12

Agenda item: Workload for Carrot Broths

Presenter: Jane

Discussion: Is it necessary to enter workload for negative Carrot Broths?

Conclusion: Workload is not necessary for CBSBS. However, it is helpful for CGEN testing since the plates are held longer than the broth.

Agenda item: NICU VRE and MRSA Culture Screens **Presenter:** Jerry

Discussion: The NICU will be ordering MRSA and VRE cultures on newborns whose mothers have a history of MRSA or VRE. They will be using a source code of **NICUM**, which indicates multiple site collections on these babies. They will be swabbing the nares, axilla, and rectum and submitting one swab for culture. Please let Jerry know if there are issues with these cultures.

Agenda item: Less expensive glass slides **Presenter:** Jerry

Discussion: We spend an estimated \$30,000-35,000 annually for glass slides. To save costs, a less expensive alternative has been sought. Jerry obtained some samples slides that are about ¼ the cost. Tim and Jason evaluated the new slides with specimens for Gram stain and Trichrome. There were no notable differences with the new slides. Please remember to use cards for Staphaurex testing rather than the glass slides.

Agenda item: Start time for the 1st shift PCR person **Presenter:** Jerry

Discussion: The start time for the 1st shift PCR person is 0700. If you are scheduled to work this bench, you are expected to start at that time unless prior arrangements have been made.

Agenda item: 0600 set-up person **Presenter:** Jerry

Discussion: The 0600 set-up person should begin working in the set-up area right away. It is not acceptable to come in and work on old cultures first. In general, old cultures should not be worked on by staff assigned to the set-up bench.

Agenda item: Enteric pathogens **Presenter:** Michael

Question submitted from 2nd shift: If we leave a Salmonella isolate for days to report, do we leave the whole stool culture or just the Salmonella plate? How do we handle the campy? When I had one last week I just kept it and reported it the next night, but I was told that you said we should load them on the Phoenix and then leave them for days so they get reported earlier.

Discussion: The plate should be left for days to report and call if the Phoenix ID is complete. However, the culture should be finished by 2nd shift.

Agenda item: Cultures passed from eves to days **Presenter:** Michael

Question submitted from 2nd shift: If 2nd shift leaves cultures for 1st shift, should the cultures stay on 1st shift until completion? Sometimes cultures are being passed back to 2nd shift with instructions on what to do. It seems like that just delays the workup and sometimes there are still unanswered questions.

Discussion: Cultures should be held and completed on 1st shift unless the tech on 2nd shift requested that the culture be returned for some reason.

Agenda item: PAML Correct Report Procedure **Presenter:** Jerry

Discussion: Corrected test results must be called to the client. PAML handles corrected reports for other departments. However, due to the complexities of Microbiology results, we call our own. Jerry has verified that PAML does not duplicate this effort.

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: We previously used parafilm to cover tubes with specimens that needed to be boiled for cryptococcal antigen testing. The parafilm would often fail to keep the tubes covered through the boiling process. Plastic caps were purchased that can be used to cover and safely boil these specimens.

Agenda item: Fume hood for O&P testing **Presenter:** Group discussion

Safety Issue: Many people are still noticing chemical smells coming from the O&P hood. Can this be addressed?

Discussion: It was found that the fan velocity was turned down on both blowers presumably due to noise. The fan velocity has been readjusted so that there is sufficient air flow. Please do not adjust the air flow on these blowers. The company that verifies our hoods will be onsite in October. Jerry will have them check the functionality of the hood.

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

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

Follow up: Carpenters are working on a sliding drawer solution.

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: Preventative maintenance was performed on the MIDI instruments on 9/18. Clinical testing has begun for AFB and aerobic actinomycetes. Michael will continue training people as scheduling permits.

Project: Helicobacter pylori Testing

Status: Thank you to those of you that have been saving positive CLO tests! **Please continue to give positive CLO tests to Michael.** We've been able to recover several clinical isolates this way. Further evaluation of the E-test method is underway. A new test code will be built for *H. pylori* culture and susceptibility testing (whether AST is performed in-house or not). AST should be performed on all culture isolates. Please continue to bring up any positive cultures on Rounds.

Kudos

If you would like to officially thank someone or recognize them for something, please submit kudos!

- **Thank you to Jane, Lynn, and Tim for your time in service on the Micro Council. Your contributions are greatly appreciated!**
- **Thank you to Terri for being so helpful with training. You do a great job!**
- **Thank you to Ashley and Tim for being such a great workers! We appreciate working with you.**

Next Meeting

Date/Time: Thursday, November 1 at 1900 (**NOTE change of day!**)