1. ESBL procedure:

* Follow up to our previous discussion regarding ESBL procedure.
* ESBL calculator has been moved to a different location in the shared drive. Staff agrees this is much more accessible. Staff was also reminded we are not to save patient information on this spreadsheet. The disk zone sizes are to be entered into LIS.
* Staff was still confused as to how MAST results are entered. Laura S illustrated on the computer how it is to be done. Laura S reminded staff that this is all in the MAST-ESBL procedure however she will be available if staff need help next time they are resulting MAST testing.

1. Strep.pyogenes incident:

* Laura S sent out an email informing staff of an incident where NML identified a Streptococcus different than we did.
* In the email it states that the Streptococcus latex procedure and the PYR procedure were updated to prevent this error from occurring again.
* Any group A strep from a sterile site should have a PYR performed. If it is negative, do not report the organism as Streptococcus pyogenes. It will need to be sent out for further identification.
* NML assured Laura S that this error is occurring frequently and that it is now becoming more evident as laboratories are using PCR to identify organisms and not biochemical tests.

1. New Streptococcus latex kit:

* The new kit is now in use. The procedure is in the Test Manual.
* Laura S went over how the reagents are stored so that we can control lot numbers.
* When choosing a new reagent start from the left and work to the right. If the next bottle has a new lot number sticker, this means it is a new lot and needs to be activated in TQC and the old lot needs to be inactivated. The sticker can be pulled off when this is done. If it stays on that is ok.

1. Brucella plate for 5 days:

* Laura S sent out an email informing staff that Brucella plates are to be kept for 5 days total. They will still be read at 48 hours and then re-incubated for an additional 3 days.
* The key pad for Brucella has been updated to reflect this.
* If you isolate anaerobes at 48 hours you do not need to re-incubate the plate for 3 days. Just keep it for as long as the workup takes. If you isolate the same growth as the aerobic plates you do need to re-incubate the plate for 3 days.
* Laked blood does not need to be kept for 5 days. It can be discarded at 48 hours or when the workup from the plate is complete.

1. Communication:

* Laura S asked the group if there was a way they preferred communication regarding changes in procedures. She stated that she usually sends an email, updates the procedure and then has a meeting to go over the changes.
* Everyone said that they prefer emails and that they feel the way changes are communicated to them are fine the way they are.

1. Roundtable:

* Solomon: gram stain QC is not being read and the evening person doesn’t realize this until after they have read the grams.
* At a previous meeting we agreed that as part of the morning startup we would place a QC slide on the staining rack to ensure it didn’t get missed. People have been forgetting to do this. Please remember as our QC is getting missed. Follow the daily start up duty list if you are forgetful about what is to be done for the morning start-up.
* Moses: Core lab CSF kit is not being brought out of the fridge by the evening staff.
* Laura S will add this to the sign that is on the door to remind us before we leave. She will also add incubating broths as this gets missed as well.