**Document Name: Microbiology Daily Shutdown Job Aid** 

**Document Number:** MIC90500 **Version No**: 1.0 Page: 1 of 1 **Effective:** November 25, 2021

Step	Action
Microbiology Daily Shutdown	
1	Disinfect workbenches at the end of shift
2	Turn off all above bench lights
3	Disinfect main lab BSC and lower the sash
4	Make sure QC plates are in the specimen fridge
5	Make sure reagent bucket is in the reagent fridge
6	Incubate LIM broths in the CO <sub>2</sub> incubator
7	Set up throat anaerobic jar
8	Place core lab CSF kit on cart beside the BSC

**NOTE:** This is a controlled document for internal use only. Any documents appearing in paper form are not controlled and should be checked against electronic version prior to use.

FILENAME: MIC90500-Microbiology Laboratory Shutdown Job Aid