



Stanton Territorial Hospital  
P.O. Box 10, 550 Byrne Road  
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**Document Name:**  
After-Hours CSF Culture Setup Job Aid

**Distribution:**  
Microbiology Culture Manual

**Document Number:**  
MIC35000

**Date Issued:**  
January 31, 2022

### What to do with CSF sample after-hours?

<b>1</b>	<p>The specimen should be collected into a clean, sterile, leak-proof centrifuge tube:</p> <ul style="list-style-type: none"><li>• Tube 2 is for microbiology culture</li><li>• Tube 4 is for viral testing if requested</li></ul>
<b>2</b>	<p>CSF samples should be:</p> <ul style="list-style-type: none"><li>• Immediately transported to the laboratory</li><li>• Should NOT be refrigerated</li></ul>
<b>3</b>	<ul style="list-style-type: none"><li>• Insufficient volume for tests requested: contact the physician to prioritize requests</li><li>• Leaking specimens should be processed. Add comment to order entry</li><li>• Improperly collected, labeled, transported, or handled specimens should be processed. Waiver of responsibility form SCM40110 needs to be filled out by the responsible nurse</li></ul>
<b>4</b>	<ul style="list-style-type: none"><li>• Accession the sample in SoftMic in Order Entry with test code "<b>CXCSF</b>"</li><li>• In the Micro tab, fill in the Collected, Received and Plated rows and save</li><li>• Media labels print out in the order of media inoculation: 1:BA-C=<b>Blood</b>, 2:CHO-C=<b>Chocolate</b>, 3:MAC-0=<b>MacConkey</b>, 4:CONC=<b>Supernatant</b></li></ul>

**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

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<b>5</b>	>1mL received	<ul style="list-style-type: none"><li>• Centrifuge tube #2 at 3500 rpm for 10 minutes</li><li>• Transfer the supernatant to the CONC tube and discard</li><li>• Mix remaining supernatant with sediment in tube and use to plate and prepare the smear</li></ul>
	<1mL received	<ul style="list-style-type: none"><li>• Do not centrifuge</li><li>• Plate and prepare smear using the un-spun sample</li></ul>
<b>7</b>	<b>Inoculate media and slides</b> <ul style="list-style-type: none"><li>• Label two slides using a pencil with the accession number, patient's last name, and "CSF"</li><li>• In the biosafety cabinet, using a sterile pipette, aspirate fluid from the bottom of the sediment tube or collection tube</li><li>• Place 1 to 2 drops onto BA, CHOC and MAC. Streak for isolated growth using a disposable inoculation needle. Streak out to cover the whole plate</li><li>• Prepare smears by placing 1 or 2 drops of CSF on microscope slides. Allow the drop(s) to form one large drop. Do not spread the fluid</li><li>• Shunt fluids should be also planted to THIO broth</li></ul>	

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After plating:

- Place the BA and CHO plates in the top CO<sub>2</sub> incubator
  - Place in the white tray on the bottom shelf labelled CSF
- Place MAC and sample tube in the O<sub>2</sub> incubator
  - Place in the white tray on the middle shelf labelled CSF

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- Close BSC and allow smears to dry in the BSC
- **Note:** *The reading of CSF smears is to be done by a Microbiology Technologist*
- Leave requisition on the front bench of the microbiology lab

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