

## Microbiology Meeting Minutes

October 26, 2022

12:15 to 12:45

1. Specimen receiving bench organization:
  - Laura S would like everyone to be doing things the same way so anyone can take over and understand the order of all the samples
  - Laura S worked with Laura G to come up with an organization plan for the front bench in the morning:
    - I. Plant any positive BC
    - II. Do morning startup. When doing freezer temperature, get samples from the front
    - III. Add any quality comments for samples received in the evening. The evening tech will start putting a mark on the samples that they have received in the LIS, so the morning tech knows they do not need to check them
    - IV. Start opening up biohazard bags. You can either:
      - Put urines in the urine rack, MRSA/VRE in the MRSA/VRE rack, BV in BV rack and swabs in swab rack and make 4 piles of requisitions
      - Just take samples one by one and place in the large rack and have one pile of requisitions and then sort into smaller racks after labelled
    - V. It doesn't matter white vs blue requisitions or inpatients vs outpatients
    - VI. Keep requisitions in order and medipatient if needed and then order all in the LIS. Don't plate the samples, too many labels
    - VII. Label all the samples and reqs and then organize in individual racks if wanted
    - VIII. If there are smaller batches, doesn't have to be so strict, this is mainly for the large batch in the morning
2. TB label printer:
  - We can use this label printer if needed
  - Plan is if we have both a specimen receiving tech and a gram tech and it is busy, the gram tech will order all BV swabs printing the labels to the TB printer. Then they can label and plate the specimens and read them
  - If it is really busy, we also have another BSC in the core lab that this tech can use to plate the BV swabs
3. Orange cards for boxes being sent out with courier:
  - If we have a box that is going on the front bench in the core lab to be picked up by the courier, Laura S has made orange cards that will be placed on the top
  - This is so the MLA know they are going out and don't need to be opened up
  - Let Laura S know if there are any issues with this

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4. December schedule:
  - There are 2 weekends in December where we will have 3 techs on Saturday
  - We will test this out and see what we think
  - Problem is Saturday is so busy that even with OT it is hard for everyone
  - Also, Mondays are not busy so having the gram bench and specimen receiving bench is a waste of tech resources especially when Saturday is so busy
5. Add media store to any viral culture samples being frozen:
  - This includes positive COVID with Ct >30, positive Flu and Positive Entero/Rhino
  - This will give us workload units for this work we do
6. Positive BC after 5 days:
  - Dr. Solomon replied to Laura's question and confirmed we do need to treat blood cultures that are positive after 5 days like we do with other positive blood cultures
  - This is why it is important to remove the negatives as soon as we can so that they don't go positive
7. Genital culture for cervix swabs:
  - The LIS does not have cervix as a source for genital culture
  - We have received a couple this past week
  - Can do genital culture on a cervix swab. Laura S will have LIS add cervix as a source to this order
  - If we get one before this is done just pick vagina as the source and put in comments, it is a cervix swab
8. Saving positive RSV samples:
  - At this time, it has not been requested that we save positive RSV samples
  - We will just put them with the negative swabs for the day
  - If this changes, Laura S will let everyone know