

Microbiology Meeting Minutes

May 8, 2024
12:15 to 12:45

Attendee	Present?	Attendee	Present?
Laura S	✓	Chelsea	✓
Moses	✓	Jen	
Solomon	✓	Katie	✓
Laura G	✓		
Minutes recorder: Laura S			

1. Laura S away:
 - Laura S will be away Friday to Wednesday working from home
 - There will still be a responsible tech in micro
 - You could contact Laura S if anything needed

2. SA 43300:
 - This QC organism will be used for the OX ET QC
 - Laura S just wrote a label for it since there are some already a few pages printed
 - The hardcopy of the label template has been updated with this organism

3. Bench light with magnifier:
 - Laura S wanted to know if anyone uses these
 - One fell on the weekend
 - If no one uses them, we will just remove both

4. Duplicates on the VITEK:
 - Duplicate ID on VITEK is causing issues
 - Laura S talked to Biomerieux about this, and they showed her how to remove them
 - She will remove this rule and we can see if this is better or worse

5. Cassette View on VITEK:
 - We need to check this and fix any cassettes that are on this page
 - If they are on this list, it means something is missing
 - If you go to find your cassette and you can't find it in Worklist View, it is probably on the Cassette View, and something needs to be fixed
 - If we keep them on this list, it causes issues with the computer

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6. Preliminary, Interim and Final results:
 - ~ are preliminary results
 - @ are interim results
 - # or nothing is final results
 - If your prelim something one day and then want to prelim something again the next day both prelim comments will show up
 - Try to think ahead of if something will need to be added the next day that the comment from the previous day will still be there

7. Sheep's blood agar:
 - Sheep's blood agar is back!!!
 - We will use up the TSA but can start ordering Sheep's BA again

8. Packing slips:
 - Materials management is not getting packing slips in a timely manner
 - We will start bringing them down to the materials management mail slot on the bottom floor by the staff entrance
 - If anyone is unsure of where this is just asked, and someone will show you

9. Roundtable:
 - Katie: She got a new puppy! Her name is Hershey, and she is adorable. Congrats Katie