



**Stanton Territorial Hospital**  
P.O. Box 10, 550 Byrne Road  
YELLOWKNIFE NT X1A 2N1

**Document Name:**

After-Hours CSF Culture Setup Job Aid

**Distribution:**

Microbiology Specimen Processing Manual

**Document Number:**

MIC10170

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**Uncontrolled When Printed****What to do with CSF sample after-hours?**

<b>1</b>	The specimen should be collected into a clean, sterile, leak-proof centrifuge tube: <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>	CSF samples should be: <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 specimen quality comment LEAK</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>	In the microbiology lab, open the sash on the BSC to turn the blower on. If the blower does not automatically start, press the "blower" button on the right-hand side panel. The BSC should run for at least 5 minutes prior to the inoculation of the CSF sample.	
<b>5</b>	<ul style="list-style-type: none"><li>• Accession the sample in SoftMic in Order Entry with test code "CXCSF"</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:<ul style="list-style-type: none"><li>1:BA-C=<b>Blood</b></li><li>2:CHO-C=<b>Chocolate</b></li><li>3:MAC-0=<b>MacConkey</b></li><li>4:SUP=<b>Red Top Supernatant Tube</b></li></ul></li></ul>	
<b>6</b>	> 1 mL received	<ul style="list-style-type: none"><li>• Centrifuge tube #2 at 3500 rpm for 10 minutes (program 2)</li><li>• Transfer the supernatant to the SUP tube with a sterile pipette</li><li>• Mix remaining supernatant with sediment in the collection tube and use to plate and prepare the smear</li></ul>
	< 1 mL received	<ul style="list-style-type: none"><li>• Do not centrifuge</li><li>• Plate and prepare smear using the un-spun sample</li></ul>

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<b>7</b>	<p>Inoculate media and slides:</p> <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 collection tube</li><li>• Place 1 to 2 drops onto BA, CHO 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></ul>
<b>8</b>	<p>After plating:</p> <ul style="list-style-type: none"><li>• Place the slides on the drying rack in the BSC</li><li>• Place the BA and CHO plates in the top CO<sub>2</sub> incubator on the top shelf labelled "NEW WOUND"</li><li>• Place the MAC plate in the O<sub>2</sub> incubator on the top shelf labelled "NEW WOUND"</li><li>• Place the collection tube and supernatant tube in the bucket labelled "STERILE BODY FLUIDS"</li></ul>
<b>9</b>	<ul style="list-style-type: none"><li>• Close the sash on the BSC and allow smears to dry in the BSC</li></ul> <p><b>NOTE: The reading of CSF smears is to be done by a Microbiology Technologist</b></p> <ul style="list-style-type: none"><li>• Leave requisition on the front bench of the microbiology lab</li></ul>

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