

**Microbiology Meeting Minutes**  
**January 28, 2026**  
**12:00 to 13:00**

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

1. How are things going?
  - Everyone is doing good
  - Nothing to add
  - Laura S talked about the LIS upgrade validation project
  - We discussed the new micro employee and some housing option
2. Laura S away:
  - Responsible techs are on schedule. If there is an issue above you, talk with Lisa or Wanda when she is back
  - Jen D knows how to look for orders to approve
  - Moses starts on Monday. Everything should be good for him. His badge is on my desk
  - The new tech, Francis starts March 2
  - The stainer will probably arrive
  - The CO2 monitor is coming too
3. Positive gram stain for peritoneal fluid:
  - We should call these results because technically a peritoneal fluid should be sterile
  - Treat them like all other fluids
4. Accreditation topic from last month, Client Identification:
  - The SOP is on ournthssa and is assigned to everyone when they are onboarding
  - We are going to make it yearly reading since it is important and should be reviewed
5. March schedule:
  - I out now since Laura S is away
6. Phones in the lab:
  - Reminder we should not have our cell phones out in the lab
  - Jen D monitors this and if she happens to come in and see it, she won't be happy

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7. Bench duties:
  - Do they need to be adjusted?
  - We put a lot of the urine bench, but evenings are getting busier now
  - Throats maybe can move.
  - Everyone think about it. Easy to change
  - **Everyone said they are good, and we just have to work together if one bench is busier than the other which we are very good at**
8. Entering Referral reports:
  - Maybe this can become an assigned task
  - Mondays or Tuesdays on wound bench?
  - It would be resulting the NML reports and going through the APL binder and looking up reports on HNV
  - **We decided this will be an as we have time duty. The NML reports are printed by Laura S, and she is putting them in the Referral Reports mail slot. The APL reports need to be looked up in HNV. If there is extra time, please have a look if reports are pending. Also remember Katie did the job aid for referral reports. This will be very helpful**
9. Positive MTB patients:
  - Patient comments always come up in order entry and doesn't show up on final report but does not come up in results entry
  - When do we want to know this information
  - Laura S did make an ESO code MTB positive but might need to make more if patient is MTB and MRSA positive
  - **We are going to use Patient Comments. Chelsea said there can be a canned message, so Laura S will create one. This will pop up whenever we order something on the patient but won't show up on the final report**
10. Roundtable:
  - No one had anything to add