

Summary - Microbiology Laboratory Management

The management of microbiology laboratories includes Control and maintenance of reagents, reference standards, buffers, microbial cultures, and microbiological culture media; Monitoring and control of the microbiology laboratory environment; Calibration and maintenance of laboratory equipment and Documentation and control of microbiological test results.

Laboratory equipment requiring repair or calibration should be clearly marked and when beyond repair, the equipment should be removed from the laboratory.

An Equipment Cleaning and Maintenance Log should be maintained for each incubator and should include, at least, the following: Cleaning and/or disinfection of the incubator; Description of maintenance/calibration; Date activity performed; and Name/initials of person performing the activity.

Sterilized Equipment should be labeled with the cycle number and expiration date and stored in a manner that prevents contamination (e.g., in designated storage area). Wrapped, sterilized items should be inspected prior to use for dryness and to verify the integrity of the wrapping. Wet or torn, wrapped sterile items should not be used and should be removed from the work area.

Qualification of Personnel Performing Test Procedures should include demonstration of the ability to perform the test methods according to approved written procedures. Requalification in a test method should be required if the analyst has not performed the method during the past year or a significant change was made to the method since the analyst was last trained in the method.

Automated Microbial Identification Systems should be validated using a recognized reference source (e.g., ATCC, NCTC). For Microbial Identification Systems using cards or strips, the performance of each shipment of cards/strips should be evaluated using a set of known organisms. In systems requiring a complex sample preparation, a set of known standards should be included with each test performed to evaluate the system's performance.

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