



Clinical Laboratory Department POLICY AND PROCEDURE

POLICY NUMBER: 1200
VERSION: 3

SUBJECT: Quality Control

Purpose:

The goals of quality control testing in the Microbiology department is to assure that the test methods are working in the expected manner, and that results obtained on unknown specimens are reliable. Testing of known organisms to validate procedures must be performed in the same manner as testing done on unknown organisms. Results must be recorded and documentation made of any corrective steps taken if test methods are “Out -of-Control.”

Methods:

Stock cultures of organisms are maintained for testing media, reagents, anti-sera and stains used in the microbiology department. The frequency is dictated by guidelines from the California State Department of Health and other regulatory agencies.

Management of Out-of-Control Situations

If results are other than expected:

- Quality control is repeated with a fresh subculture from the organism’s stock culture.
- If the reagents are still unsatisfactory and the problem cannot be corrected, the lot of media or reagent is rejected. Notify a supervisor of any such decision.
- Control problems must be documented on the media QC sheet, or on the reverse of the monthly Preventive Maintenance sheet, depending on the problem.

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Approved By: Brian Yee (PHYS SPEC PATHOLOGY)	
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Written By: Jill Hartenstein (CLINICAL LABORATORY SCIENTIST II)	
Distribution:	