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Section: Quality Control Manual	Subject Title: Reagent and Test Kits Quality Control	
Issued by: LABORATORY MANAGER	Original Date: April 11, 2001	
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REAGENT AND TEST KITS QUALITY CONTROL

REGISTRATION OF REAGENT AND TEST KITS:

Date all reagents and test kits **on receipt**. Register them into LIS and leave the "Active" flag as "N" if the reagent or test kit is not being used immediately.

When reagent or test kit is being placed for use, **date** the **in-use** vial with the date it is opened. If this is a new lot, change the LIS the "Active" flag to "Y" and change the previous lot "Active" flag to "N".

FREQUENCY OF TESTING:

All required QC for reagents and test kits will be alerted to the technologist by the LIS when working up through bench WORKLIST.

Daily QC:

- Catalase (all benches)
- Oxidase (all benches)
- Staph latex (all benches)
- Gram stain (Microscopy)

Weekly QC:

- Tributylin (QC bench)
- Optochin (QC bench)
- MUG (QC bench)
- Cephalosporin for Campylobacter ID (QC bench)
- Nalidixic acid for Campylobacter ID (QC bench)

On Receipt QC:

- Bile solubility (QC bench)
- ALA (QC bench)
- Cefinase (QC bench)
- LAP (QC bench)
- PYR (QC bench)
- Novobiocin (QC bench)
- Starch gel sugars (QC bench)
- Strep grouping (QC bench)

QC When Test is Performed:

- Germ tube
- Cetrimide agar
- Thermonuclease (Blood Culture bench)

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PROCEDURE:

Follow procedure described in the Technical section of the lab manual. Enter the results into the LIS.

OUT-OF-RANGE RESULTS:

Enter "Result Comment" in the LIS.
Inform QA or charge technologist of all out-of-range results. Corrective action will be instituted as required.