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Section: <b>Vitek Manual</b>	Subject Title: <b>Correcting Unidentified Organism in ID Card</b>	
Issued by: <b>LABORATORY MANAGER</b>	Original Date: October 4, 1995	
Approved by: Laboratory Director	Revision Date: May 30, 2001	

### **CORRECTING UNIDENTIFIED ORGANISM IN ID CARD**

#### **A. UNIDENTIFIED WITH INCORRECT EXTERNAL CARD MARK**

If an organism is unidentified because of an incorrect external card mark (ie. catalase, oxidase, coagulase or beta-hemolysis), the result on the **REVIEW** file should be deleted and the correct organism identification and the biochemical reactions can be re-entered into the system through "**Enter Patient Info**" in the "**DAILY**" item from the Main Menu. **Lab reports cannot** be altered in the computer.

At Main Menu:

1. click "**VITEK**"
2. click specific tray # using Reader/Tray button OR click on "**SYSTEM**" to get a directory of all trays and readers.
3. select card that needs correction.
4. click "**VIEW**"
5. note the "Bionumber"
6. click "**ANALYSIS**" (top row)
3. click "**BIOANALYSIS**"
4. click "**PRODUCTS**"
5. click "**GNI**" or "**GPI**" card
6. click "**bionumber**" box
7. type in the Bionumber that was on the VITEK report
8. click "**Ext Test**" box
9. change the External Test result(s)
10. click "**ANALYSE**"
11. if an identification is generated, note the organism ID code
12. click "**FILE**"
13. click "**QUIT**"

If the **organism is identified** after changing the external card mark:

1. At Main Menu, click "**DAILY**"
2. click "**ENTER PATIENT INFO**"
3. click "**LAB #**" box
4. enter Lab #

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5. select appropriate record if Lookup Table appears, click "**OK**"
6. click "**ID**" (at the bottom of the screen)
7. enter "**TEST TYPE**" (GNI or GPI)
8. click "**ISOLATE NUMBER**" box and enter isolate #
9. click "**FINAL ORGANISM**" box
10. enter organism code or select organism from the lookup table pop-up
11. click "**BIONUMBER**" box and enter bionumber
12. click "**FILE**"
13. click "**QUIT**"
14. KEYID susceptibility card if necessary (see "**ADD ORGANISM (KEYID) FOR UNIDENTIFIED ORGANISMS FOR SUSCEPTIBILITY RESULTS** p. 16)

If the **organism is unidentified** after altering the external card mark:

1. Delete the card from **REVIEW** file (at "**REVIEW**": "VIEW" file and "REVIEW"). Repeat the Vitek ID or perform alternate ID system.
2. The multi-column paired susceptibility card result will be in "ADD ORGANISM" file waiting for an identification. Once card is removed from READER, the card result will be in the "HOLD" file. To access the HOLD file to enter final ID to the susceptibility card see **HOLD FILE** (p. 11)

**B. UNIDENTIFIED ORGANISM WITH CORRECT EXTERNAL CARD MARK**

1. Delete the card from **REVIEW** file (at "**REVIEW**": "VIEW" file and "REVIEW"). Repeat the Vitek ID or perform alternate ID system.
2. The multi-column paired susceptibility card result will be in "ADD ORGANISM" file waiting for an identification. Once card is removed from READER, the card result will be in the "HOLD" file. To access the HOLD file to enter final ID to the susceptibility card see **HOLD FILE** (p. 11)