

TML/MSH Microbiology Department Policy & Procedure Manual	Policy #MI\VIT\12\01\v01	Page 1 of 1
Section: Vitek Manual	Subject Title:	
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**ADD ORGANISM" (KEYID) FOR UNIDENTIFIED ORGANISMS FOR
SUSCEPTIBILITY RESULTS**

Cards must have been read by the Vitek Reader before they can be KEYIDed. From Main Menu:

1. click on "**VITEK**"
2. click on "**SYSTEM**"
3. click on "**ADD ORGANISM**"
4. click on desired card(s) to KEYID or click on "**Select All**" to select all cards displayed on screen.
5. click on "**VIEW**"
6. click on "**ORGANISM**" box
7. fill in ID code (in lower case) or click "?" for list to select from.
8. click on "v" to go to next card.
9. click "**FILE**"
10. click "**QUIT**"
11. click "**YES**"