

TML/MSH Department of Microbiology Laboratory Policy & Procedure Manual	Policy #MIGEN\v11	Page 6 of 4
Section: General Information	Subject Title: General Description	
Prepared by: QA Committee	Original Date: October 16, 2000	
Issued by: Laboratory Manager	Revision Date: September 30, 2004	
Approved by: Laboratory Director	Annual Review Date: May 12, 2004	

HOURS OF OPERATION AND SERVICES

Hours of Operation:

Bacteriology : 0800-2200 Monday to Saturday and Statutory holidays
0800-1600 Sunday

Virology & Serology : 0800-1600 Monday to Friday

Mycology : 0800-1600 Monday to Friday

Parasitology : 0800-1600 Monday to Friday

Inquiries: All inquiries can be made by calling **416-586-4432** during laboratory hours:
0800-2200 Monday to Saturday and Statutory holidays
0800-1600 Sunday

After Hours On-call Service:

A bacteriology technologist is on call for STAT procedures. A detailed list of services is provided in the policy [STAT Specimens Procedure QPCMI03001](#). The technologist can be reached through **Locating: 416-340-3155**

Consultation Service:

A staff microbiologist is available at all times for consultation on any aspect of Microbiology.
For emergency consultations after hours, a microbiologist can be reached through **Locating: 416-340-3155 at UHN and 416-586-5133 at MSH.**

Lab Results Reporting:

All lab results are entered immediately into the Laboratory Information System (LIS) as soon as they become available. Results are then viewable on the corresponding Hospital Information System (HIS) for those hospitals interfaced to the LIS. Otherwise, paper reports are issued to all institutions not interfaced to the LIS. STAT results, critical and urgent positive results are called directly to the wards and/or ordering physician (Refer to Reporting of Critical and Urgent Results).

TORONTO MEDICAL LABORATORIES/MOUNT SINAI HOSPITAL, DEPARTMENT OF MICROBIOLOGY

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