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Section: Quality Control Manual	Subject Title: Vitek Quality Control	
Issued by: LABORATORY MANAGER	Original Date: April 11, 2001	
Approved by: Laboratory Director	Revision Date: February 15, 2002	

VITEK QUALITY CONTROL

Follow schedule generated from LIS for frequency of QC.

QC all new lots of **identification cards** once when received in the lab. No further QC is required if all results are within limits. Perform QCs for 5 consecutive days if out-of-control results are observed (see QA technologist).

QC all new lots of **susceptibility cards** once when received and once weekly when lot is in used. Perform daily QCs when any out-of-control results are observed (see QA technologist).

QUALITY CONTROL SET UP FOR VITEK BENCH

DAY 1

Subculture purity plates from the stock slants to BA for the next days QC requirements.

DAY 2

1. Remove fresh subculture plates from incubator and check for purity.
2. At Main Menu:
 - a. click "**VITEK**"
 - b. click "**QC**"
 - c. click "**LOADLIST**"
 - d. select card by scrolling screen by screen; hi-light appropriate card type and lot # by holding left button down
 - e. click "**PRINT**"
 - f. click "**SELECTED ITEM**"
3. Proceed to set up cards according to the load list.

DAY 3:

1. Remove purity plates from incubator and check purity.
2. Upon completion of the test, results will be transferred automatically to the permanent QC data base.

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3. Go to QC file to check for errors:
 - a. click on "**VITEK**"
 - b. click on "**QC**"
 - c. click on "**VIEW RESULTS**"
 - d. enter: **test type**
lot #
date range
deviations only
click "**OK**"
 - e. if exceptions are present, click "**YES**" to load results
 - f. click "**PRINT**"
 - g. click "**◆**" if there are more than one exceptions for this card type.
 - h. click "**FILE**"
 - i. click "**QUIT**"
 - j. click "**SYSTEM**"
 - k. move cursor to the problem QC card and click
 - l. click "**LAB REPORT**" button, hold left button and move cursor to "**RAW DATA REPORT**"
 - m. click "**PRINT**"
 - n. See Pauline/Glen for corrective action.
 - o. File load list, exception list, QC exception reports and raw data printouts in QC binder.
 - p. Repeat steps b to o for all card types.

For QC Results that appear in the "REVIEW" file eg. unidentified organism, delete result and repeat test.