TO: County Health Department Personnel

The Alabama County Health Department Laboratory Systems Policies and Procedures Manual 2015 update is now available on the Document Library and the BCL website. Please note the following notable changes:

- **Quality Management** section: Information added regarding time requirements for non-waived testing. (p. 6, III, L, 3, e)
- **Quality Management** section: Information added regarding the proper way to make corrections. (p. 6, III, L, 5)
- **Quality Management** section: Employees with previous applicable non-waived testing experience within two years may not have to attend class at the BCL. (p. 7, IV, B, 5)
- **Brightfield Microscopy** section: Kohler illumination procedure has been improved/expanded. (p. 31, III, A, 2, d).
- All forms have been updated including the following changes:
  - County staff are now able to order a 1 mL TB syringe (for use with the calibrated needle drop check) for the RPR procedure via the **RPR Reagent Requisition** form.
  - Forms requiring daily maintenance/checks now have an “IW = Inclement Weather” option available in the legend.

Please contact Ashley Megelin or Charlene Thomas if you have questions regarding this bulletin.

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