**CRE Lab Protocol**

**Purpose**

Method for receiving, documenting, and freezing bacterial isolates collected for the CRE study.

**Materials**

* Prefilled TSB/15% glycerol 1.5mL tubes
* Sterile loops

**Procedure**

* Receiving Isolates
  1. Collect isolates from “Emily” plate rack in the HUP micro lab
  2. Store all slants/plates at 4°C until ready to be frozen
  3. Use the accession number on the plate to look up sample information in Cerner
  4. Enter patient information into “CRE Isolates” Excel spreadsheet and accession samples into LabVantage
* Documenting in LabVantage
  1. Assign subject IDs sequentially based on previously accessioned samples in the spreadsheet
  2. Use patient collection date
  3. Add species
  4. File into CRE study boxes
  5. Add LabVantage S# to the shared excel spreadsheet
* Freezing Isolates
  1. Print LabVantage labels
  2. Label each prefilled tube and organize by S#
  3. Using a 10µL sterile loop, scrape a loopful of bacteria from the plate
  4. Place the bacteria in its labeled tube and spin the loop to get all bacterial cells off of the loop
  5. Tightly seal the cap on the tube and vortex briefly
  6. Repeat steps 3-5 for all isolates
  7. Freeze isolates at -80°C in designated CRE boxes
  8. Sample filing should correspond to previous filing order in LabVantage