

**HACKETTSTOWN REGIONAL MEDICAL CENTER  
LABORATORY POLICY MANUAL  
PIPETTE USAGE**

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**Page: 1 of 1**

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**PURPOSE:** To define proper pipette usage and calibration protocol for pipettes used in the laboratory.

**POLICY:** Reconstitution of lyophilized calibrators, controls, or proficiency testing materials, or any other tasks requiring accurate volumetric measurement, must be performed only with measuring devices of Class A accuracy, or those for which accuracy has been defined and deemed acceptable for the intended use. NIST mechanical pipettes are calibrated semi-annually (See separate procedure). Non class A pipettes may be used for transferring blood, serum, or plasma only when accuracy and precision are not critical. In certain cases, only pipettes accompanying a particular kit are appropriate for use. (ex.pregnancy kits).