

LAB Dept MEETING – Huddles

Date of Meeting: August 29, 2017

Attendees: Myrna Ocab, Jocelyn Ybarra, Priscila Dar, Tammy Rantung, Quang Trinh, Erick Galvey, Tessa Strickland, Letty Fajardo, Mark Gomez, Elliott Faure, Marietes Gonzalez, Melanie Magee, Juanita Fernandez, Nancy Boyd, Marissa Calilung, Marie Rutledge, Patricia Jasper

Topic	Details	Action Item, responsible person, date due, or informational only
KUDOS SAFETY TIP	<ul style="list-style-type: none"> • To Marietes for staying and helping last Saturday • To Raquel for helping in the front last Saturday • To Mark, Melanie and Juanita for helping to cover phlebotomy shifts. • Don't get distracted when walking or driving 	Informational
	<ul style="list-style-type: none"> • Blood Bank specimens from Iris MOB 2 – Phlebs; always give specimen with paper work to CLS. Do not delay giving paper work to CLS. • Holidays sign up – please sign up 	ALL STAFF
	<ul style="list-style-type: none"> • . CLS – look for paper work especially on T&S. We get some misdirected specimens sometimes so it's really important to check the half sheet. Always check the half sheet. Once specimen is opened and or worked on, we cannot send it back to med center where patient procedure is going to be performed. Patient then needs to be recalled, tests reordered and blood recollected. 	CLS
	<ul style="list-style-type: none"> • Blood Bank questions – always transfer call/inquiry to CLS • ABO Rh doublecheck order - order on Cerner under DOE 	Phlebotomist
UBT		

This concludes the Minutes of the ___8-29-17___ Lab Staff Meeting.

Prepared by: ___Nancy___ Date: ___8-31-17___