

LAB Dept MEETING – Huddles

Date of Meeting: 3/29/2018

Attendees: Jocelyn Ybarra, Alan Dandridge, Juliet Garlejo, Raquel Lecaro, Maria (Mhae) Villafuerte, Greg Johnson, Bill Craig, Michelle Trammell, Mark Gomez, Elliot Faure, Melanie Magee, Marissa Calilung, Marie Rutledge, Denise Topliff, Theda Bryant

Topic	Details	Action Item, responsible person, date due, or informational only
KUDOS SAFETY TIP	<ul style="list-style-type: none"> • Thank you to all of you who are helping due the shortage on the H shift. • Do not forget to empty small PHI containers at the end of your shift. Discard in big PHI container located in processing area. • New EH & S Safety Net newsletters posted in break room. • New regular PT variable CLS position posted. 	Informational
	<ul style="list-style-type: none"> • Please sign the Electronic asset usage attestation for ALL lab staff. • How do we handle code stroke specimens? Phleb- do we announce to CLS when bringing code stroke specimens in testing area? Do we take the blue top promptly to testing area? CLS- do we run specimens right away? If someone in that department is on break, do we start running that specimen and release results timely? These specimens need to be handled and processed in a timely manner. Results need to be released as soon as possible. Coming up: Use of “Code Stroke Stamp” for code stroke specimens. • KPHC downtime flow chart attached – Discussion • Lab week – 4/23/18 to 4/27/18 • CAP inspection open window begins 4/29/18. 	ALL STAFF

Inpatient KPHC Downtime – (ED, Inpatient STATS)

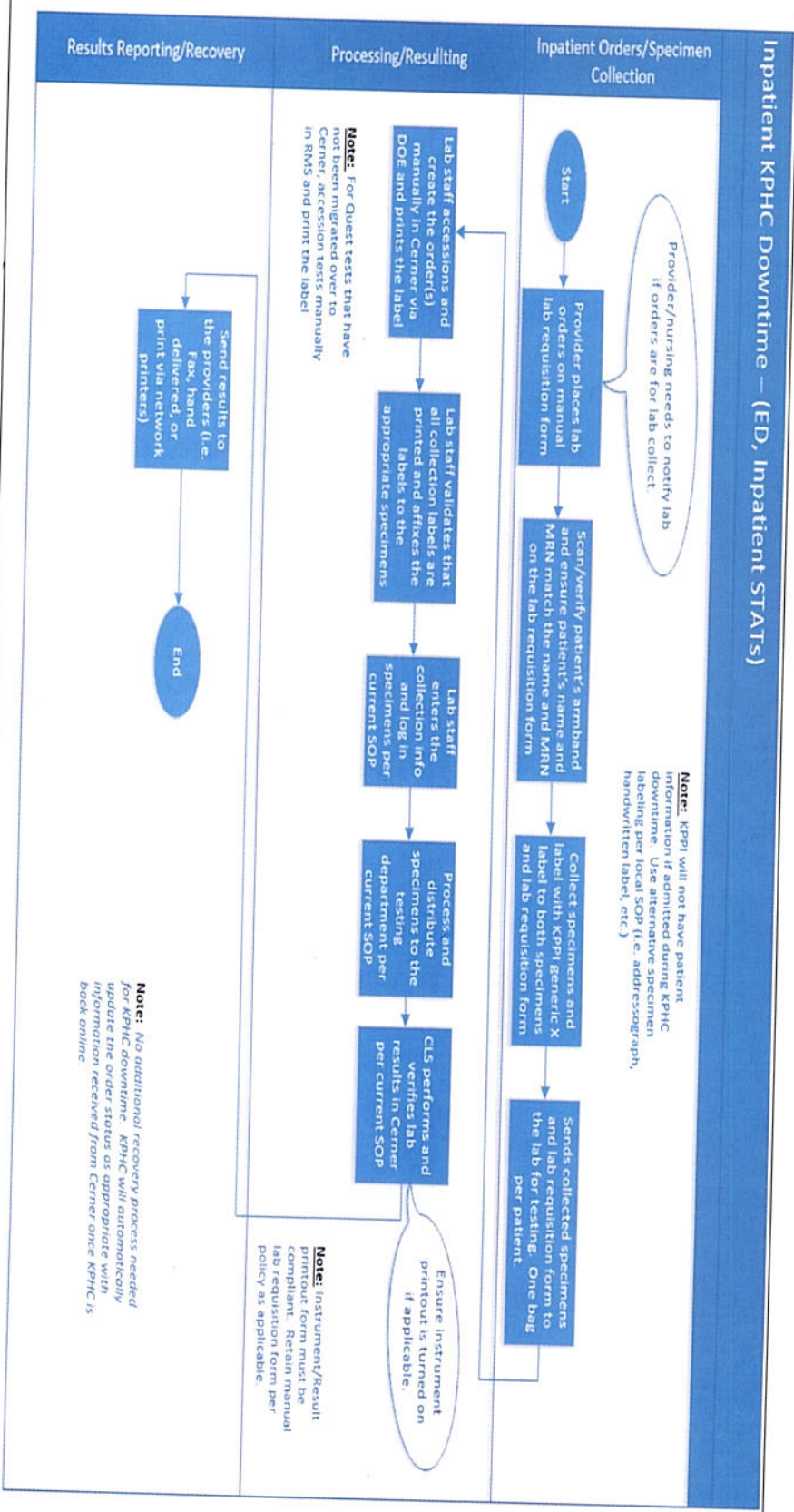
Purpose This process describes the stages that comprise the KPHC downtime workflow.

Scope This process is intended for all users.

Process Refer to the diagram on Page 2 of this document to view the KPHC downtime workflow.

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Inpatient KPHC Downtime – (ED, Inpatient STATs), Continued



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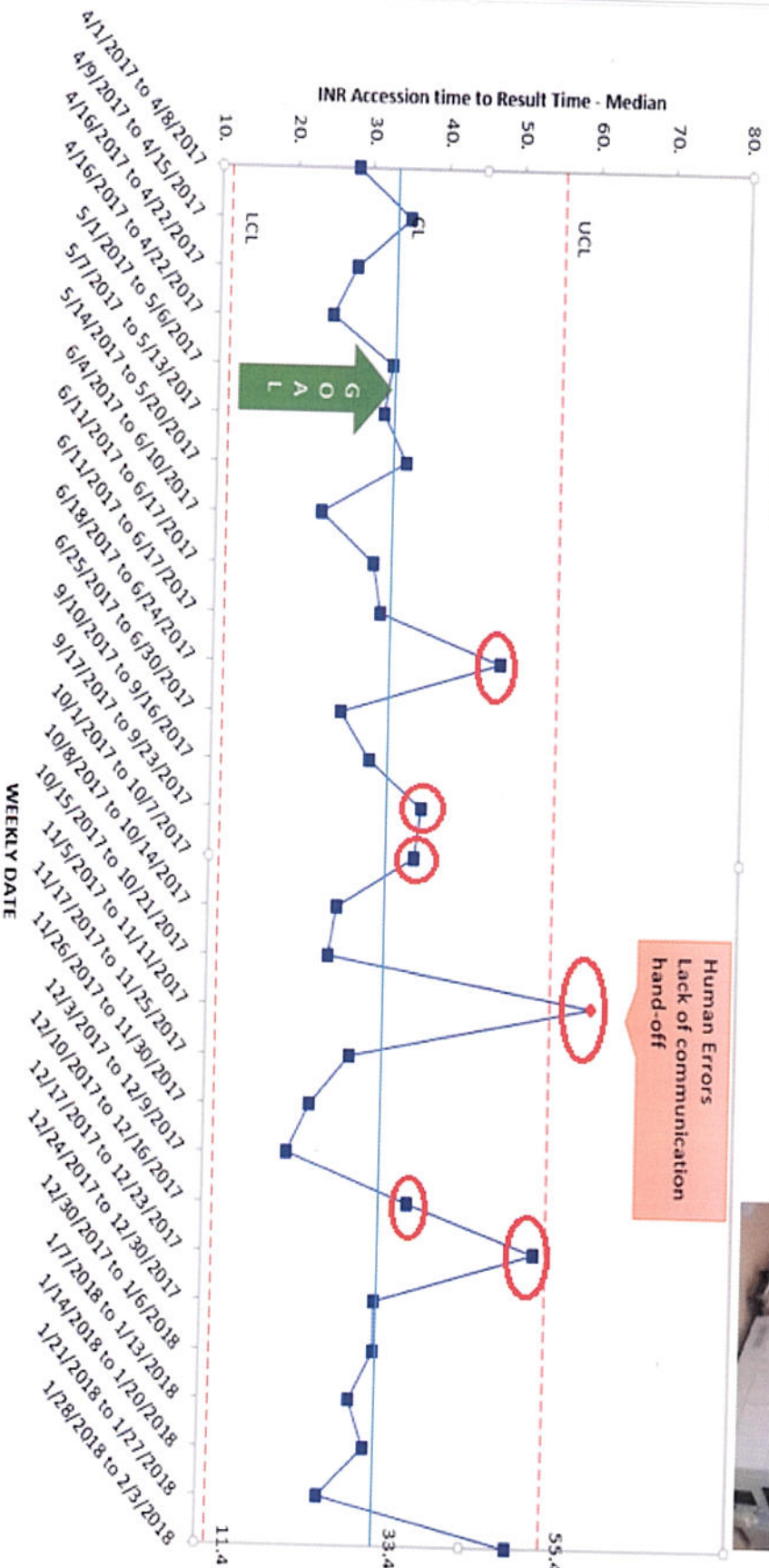
Inpatient KPHC Downtime – (ED, Inpatient STATs), Continued

Author(s): Marian Azuma, CLS
Ruby Co, CLS

Voice of the Customer for use of KP.org



KP Moreno Valley - Laboratory
ED Stroke Patients
 INR Accession time to Result Time - Median
 35 MINUTES



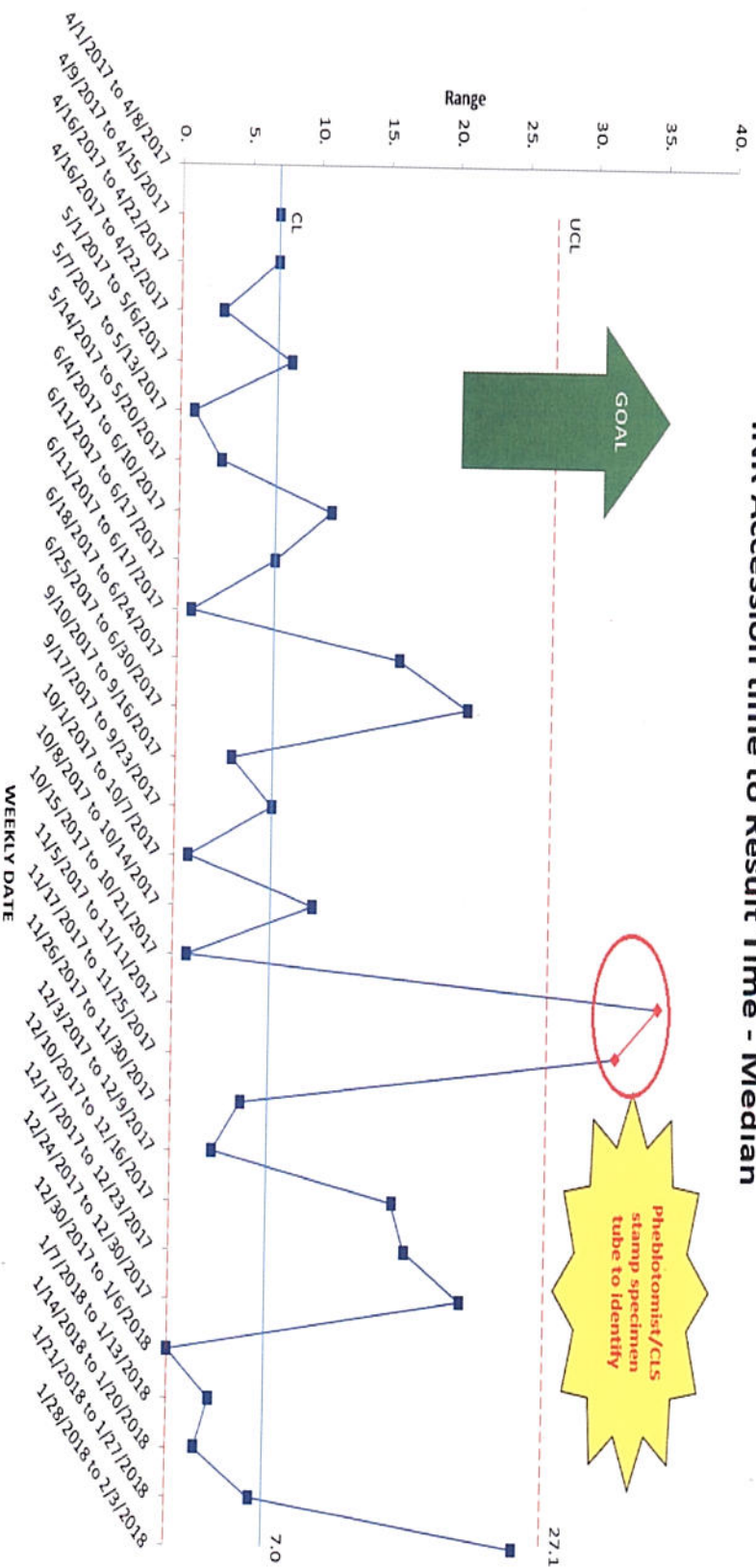
Outcome Measure

KP Moreno Valley Laboratory Department

Stamps all ED Code Stroke patient specimen tube before accession

Data for April 2017 thru January 2018

INR Accession time to Result Time - Median



	<ul style="list-style-type: none"> • Please finish the Ortho Vision BB QC quiz for those who have not finished you have till 4/1/2018 5 CLS pending. • Ortho Vision attestation due 4/1/2018 3 CLS pending. • I have put the annual BB competency and annual BB quiz in your mailbox due date is October 2018. • 0.1N sodium hydroxide has been moved to acid hood. Acids were removed from hood since only 1 small container moved to microbiology hood temporarily. • Please do not fax the BB cards over to the floors during downtime, for they don't need to see reactions just results. New BB downtime forms please see downtime folder. Misc tests FFN, Mono, FLU/RSV, HIV combined on one form please located in downtime folder. • Reminder: Before faxing downtime results, be sure to check all results, make sure everything is valid, make sure to call all critical values and document the call. If you're faxing the instrument print-out, include all patient demographics and make sure there are reference ranges. The critical values from LabNet are posted on Chemistry refrigerator. Review all results before faxing and initial, date and time. By your initial, date and time means that you had reviewed all results and these are official results. • There's a new format for annual CLS competency. We will discuss this in the following days. 	CLS
	<ul style="list-style-type: none"> • Pathology book there still are tabs missing information please look at book and write what is missing 	Phlebotomist
UBT	<ul style="list-style-type: none"> • Centrifuge for coagulation. RMC uses Silencer 2410 centrifuge validated for coag tubes- 6 minutes for 6000 rpm. MVMC uses Silencer 2510 centrifuge validated for coag tubes- 15 minutes for 3000 rpm. This can only go up to 4000 rpm. 	

This concludes the Minutes of the 3/29/2018 _____ Lab Staff Meeting.

Prepared by: Theda Bryant _____ Date: 3/30/2018 _____