

## LAB Dept MEETING – Huddles

**Date of Meeting:** 8/16/2018

**Attendees:**

| Topic                             | Details   | Action Item, responsible person, date due, or informational only |
|-----------------------------------|---|--|
| KUDOS SAFETY TIP                  | <ul style="list-style-type: none"> <li>• Thanks to all staff covering the schedule needs of the lab it is greatly appreciated.</li> </ul>   | Informational  |
|                                   | <ul style="list-style-type: none"> <li>• Please remember that urine transport tubes are needed in the processing area and the urinalysis department.</li> <li>• There are many pending sign-off sheets located on top of the policy and procedures located below the staff licenses. Please look to see what you are missing and complete these they are way overdue.</li> </ul>  | ALL STAFF  |
|                                   | <ul style="list-style-type: none"> <li>• New AST/ALT reportable range up to &gt;5000.</li> <li>• Call units for critical calls. Do not use Vocera to call RN's directly for critical calls.</li> <li>• Please remember to have the following forms when there is an emergency release/hemorrhage protocol along with the blood release waiver form:               <ul style="list-style-type: none"> <li>➤ Dispense packing list</li> <li>➤ Blood order/release hemorrhage protocol form</li> <li>➤ Emergency event recording form</li> </ul> </li> <li>• Remember to change the Selectogen and Affirmagen every 5 days I am monitoring this process. This should be check at the start of your shift.</li> <li>• All CLS remember to perform Blood administration and PTC when you are on the calendar. There are a few staff that have either missed one of the forms and/or have not performed this task.</li> </ul> | CLS  |
| Quite Time and Service Excellence | <ul style="list-style-type: none"> <li>• Refrain from conversing along the hallway</li> <li>• Alert the patient before turning on the light</li> </ul> <p>Lab commitment to service excellence team</p> <ul style="list-style-type: none"> <li>• Introduce yourself and let the patient know who you are and why you there.</li> <li>• If patient has a question, communicate that to the RN.</li> </ul>  | Phlebotomist   |

|                               |  |              |
|-------------------------------|--|--------------|
| Specimen Processing Reminders | <ul style="list-style-type: none"> <li>• Explain how to charge incubators <ul style="list-style-type: none"> <li>- Making sure that we are using the correct port for charging</li> </ul> </li> <li>• Specimens have been found in stacked totes. Explain what we do when courier delivers the totes. <ul style="list-style-type: none"> <li>- Courier to place totes in the accessioning area near the PHI bin.</li> <li>- Phlebs to check inside the bucket and remove <b>ALL</b> items.</li> <li>- Phlebs to put away/stacked <b>empty</b> totes for future use</li> </ul> </li> <li>• Explain that ALL send out specimens must go with the next available courier. <ul style="list-style-type: none"> <li>- If courier didn't come what do you do? Report to direct manager</li> <li>- If you missed some send out specimens, what do you do? Communicate to the next shift.</li> </ul> </li> <li>• Where do we send Stone Analysis? <ul style="list-style-type: none"> <li>- Regional Lab.</li> <li>- If unsure where it should go, what do you do? Check LabNet</li> </ul> </li> </ul> | Phlebotomist |
| UBT                           | <p>People Pulse Survey Coming</p> <ul style="list-style-type: none"> <li>- Huddled with staff on August 13, 2018 <ul style="list-style-type: none"> <li>✓ Tricia C explained the 2017 People Pulse Result and lab action plans. Currently addressing "What resources do we need to do our job"</li> <li>✓ Melanie M started the survey to check how are we doing with our action plans</li> <li>✓ Raquel L explained the two surveys that was sent out to the staff; UBT received 3 responses.</li> <li>✓ Michael M our Labor sponsor talked to the staff to address the issues regarding completing the survey.</li> </ul> </li> <li>- Marie R had the same meeting with night lab staff to discuss people pulse previous results.</li> </ul>   | ALL STAFF    |

This concludes the Minutes of the 8/16/2018 Lab Staff Meeting.

Prepared by: Patricia Chea/Marie Rutledge Date: 8/16/2018

MORENO VALLEY – COMMUNICATION FOR CLINICIANS  
CHANGING TO VOCERA  
TUESDAY May 22<sup>nd</sup>, 2018

1. The extensions on the nurse's mobile devices/phones will be removed and will no longer exist.
2. Nursing will be using Vocera exclusively for communication.
3. To call a nurse or a department use:
  - **External: 951-251-6090 (add this number to your contacts/favorites)**
  - **Internal: x6090**

This will get you to the Vocera Genie (kind of like Siri)

4. You can reach the nurse directly by saying:
  - Full name of the nurse ("John Duncan")
  - Room # and role ("Room 5101 nurse")
  - First name and unit ("John in 5 East")

The Vocera Genie will then connect you directly to the nurse you have asked for.

5. Units & some of the common Roles in the Moreno Valley Vocera system:

| Units      |                     | Common Roles   |
|------------|---------------------|----------------|
| ICU        | Perinatal           | Nurse          |
| ED         | PeriOperative       | Charge Nurse   |
| Med Surg 2 | Respiratory Therapy | Nurse Manager  |
| Med Surg 3 | Lift Team           | Unit Secretary |
| SDU        |                     | PCA            |
|            |                     | RT             |

6. When Paging a physician be sure to put the name of the nurse and the room they are calling about

*Call units directly for Critical Calls*

## SBAR - Updated Isolation Signs

Tawny Belleau, RN, BSN, CIC – Director of Infection Control KP Riverside  
August 3, 2018

### Situation

The Northern California KP hospitals have all standardized to using the same isolation signs. Southern California is now beginning to standardize to the same signs.

### Background

Isolation signs are a way to communicate to staff and visitors any patients who may be diagnosed with a contagious disease, or have a history of infection with an organism that is resistant to antibiotics.

### Assessment

New signage has been approved and is now available for use. There are 8 new signs. Four of the signs are to be used when two different types of isolation are in use at the same time. During Flu Season, for example, we recommend placing suspected Flu patients in Droplet AND Contact Isolation while tests are pending.

- Airborne
- Contact
- Contact Plus
- Droplet
- Droplet AND Contact
- Droplet AND Contact Plus
- Airborne AND Contact Plus
- Airborne AND Contact

### Recommendation

Please search your area for old isolation signs and replace with the new signs. Signs have been printed and laminated by the Infection Control department and distribution will begin the week of August 6<sup>th</sup>. To print additional signs, the PDF file can be found on the SHARE30 drive under "Infection Control".

Our process and policy for Isolation has not changed at all, we have just updated the signage. Please call Infection Control with any questions.

