







LAB Dept MEETING – Huddles

Date of Meeting: March 28, 2019

Attendees: Alan Dandridge, Juliet Garlejo, Lourdes Maniago, Maria Villafuerte, Greg Johnson, Michelle Trammell, Elliott Faure, Melanie Magee, Erica Torres, Patricia Chea, Marissa Calilung, Theda Bryant

Topic	Details	Action Item, responsible person, date due, or informational only
<p>KUDOS</p> 	<ul style="list-style-type: none"> • Thank you for your service, dedication, passion, and hard work. <ul style="list-style-type: none">  Juliet Garlejo- 17 years  Michelle Trammell- 10 years  Neil Lim- 2 years  Mark Gomez- 10 years  Melanie Magee- 6 years • Thank you for participating in the “St Patrick’s Day” potluck. Hope everybody enjoyed the good food. • Thank you, Jocelyn, for coming back- from Juliet • Thank you, Theda, for the really nice certificate that you created- from Tricia • Thank you, Bill, for showing up every night, for being “you”, I am grateful everyday that you are here- from Alan 	<p>Informational</p>
<p>SAFETY TIP</p>	<ul style="list-style-type: none"> • Monthly safety conversation with trained labor partner. Question to ask: What do you think is the next WPS injury in your workplace/dept/unit? <p>Trained labor partners are the following:</p> <p>Mark Raquel Melanie Jocelyn Juliet Michelle Tessa</p> <ul style="list-style-type: none"> • Please pay attention to warning signs like wet floors or do not cross. Be on the lookout for slip trip and fall risk. • 	<p>Informational</p>

<p>2019 Lab Goals</p> <p>People Pulse Question: Do you know your goals?</p>	<p>CLS</p> <ul style="list-style-type: none"> • ED in-lab to verify TAT- CBC (15 mins), Elec (20 mins), Trop (35 mins), Lact (20 mins)- 10/12 months • CLS competency completion before Oct 1, 2019-100% • CLS to print and review pending- 95% compliance <ul style="list-style-type: none"> ✓ A shift: 0830, 1215, 1715 ✓ B shift: 2030, 0015, 0515 <p>Phleb</p> <ul style="list-style-type: none"> • Blood culture sent on the first available courier- 95% • IP/ED samples sent on the first available courier- 75% • IP Non AM draws (from order to draw, except 0515 am)- \pm 1.5 hours 95% • IP Timing critical (order to draw)- \pm 15 mins- 50% <p><i>Managers will post monthly updates on the UBT board</i></p>	<p>ALL STAFF</p>
<p>Pending Log</p>	<ul style="list-style-type: none"> • Thank you to all those printing the Cerner "ALL" pending Log and clearing and resolving this. Reminder to everyone- Do not just print- please take care of the items pending. 	<p>CLS</p>
<p>Competency</p>	<ul style="list-style-type: none"> • Heads up- There will be a new form for CLS annual competency. More to follow on this. • Due to regulatory requirements, evidence needs to be shown that CLS run and review QC and perform maintenance. We need to change our workflow: <ul style="list-style-type: none"> ➤ Chemistry- AM CLS will run the QC and daily maintenance on DXC 600 and Access 2 not in use for that day. AM CLS will then sign the PM logs for these analyzers. ➤ MedTox QC and maintenance will be rotated between shifts monthly. ➤ UA QC and maintenance will be rotated between shifts monthly. • Effective date to follow on these new work flows. • Your suggestions and feedback are welcome to implement these new workflows smoothly. 	<p>CLS</p>
<p>STAT ED - Processing</p>	<ul style="list-style-type: none"> • Reminder not to use the 15 minutes big centrifuge when centrifuging ED specimens other than blue tops. It delays the TAT. Use the StatSpin for STATS except for blue tops. 	<p>Phlebotomist</p>
<p>Bone Marrow Collection Kit</p>	<ul style="list-style-type: none"> • New Bone Marrow Collection Kit available. No more of the yucky tray. The kit has complete containers, tubes, slides needed for send out. May have to add petri dish. 	<p>Phlebotomist</p>

UBT	<ul style="list-style-type: none">• Working on three projects<ul style="list-style-type: none">✓ Hand hygiene✓ Adopt or spread project✓ People Pulse Action Plan <p>People Pulse Question: are you part of the Lab UBT? Yes, we all are</p>	ALL STAFF
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This concludes the Minutes of the March 28, 2019 Lab Staff Meeting.

Prepared by: Patricia Chea Date: March 29, 2019

People Pulse Page

Lab UBT Level 5

“Teamwork makes the Dreamwork”



Accomplished



Pending



Future



No Go

Date	What's Happening	Stoplight Report	For Follow UP
9/10 to 9/28	2018 People Pulse		
	50% People Pulse response rate as off 9/18/18. Goal is min 75%		
	73% People Pulse response rate as off 9/25/18. Goal is min 75%		
1/2019	Presented to Lab UBT		
3/2019	Managers to discuss result to employees		
4/2019	UBT to work on action plan (3) I would feel comfortable raising an ethical concern or compliance-related issue to my immediate supervisor or someone else in management		

Technical Bulletin

Laboratory Care Delivery System

BONE MARROW COLLECTION KIT GO-LIVE

Effective Monday, April 1, 2019, the Laboratory Care Delivery System-Molecular Genetic Pathology Laboratory is pleased to announce that Bone Marrow Collection Kits will be implemented to aid in cancer care delivery specimen collection, molecular marker testing standardization, and laboratory care delivery system specimen tracking.

Important points:

- Kit contents are the same as previously used tubes/containers, but are now contained in one assembled kit
- Instructions are included, kit tubes/components are pre-labeled, only needing patient information
- Kits have been distributed to medical center & clinic locations performing bone marrow sample collection
- Ordering and collection processes for the bone marrow samples are unchanged for the providers
- Helpful step: An electronic order for chromosome analysis and/or FISH studies (if the specific FISH panel or pertinent study is known) should be placed in KPHC for accessioning and tracking by the lab system

Representative images of the bone marrow collection kit:



QUESTIONS?

- Molecular Genetic Pathology Regional Laboratory, 818-502-5959, or tie line 336
- Ruan T. Ramjit, MD; Physician Director, 818-502-5959, or tie line 336
- Mike Moradian, PhD; Director of Operations, 818-502-5959, or tie line 336
- Dana Owens, Project Analyst, 818-502-5959, or tie line 336
- Client Service Center: 1-888-4LAB NFO, or tie line 8-397-7077

Technical Bulletins are archived on LABNET for your convenience.
<http://kpnet.kp.org/81/california/scpmg/labnet/index.htm>