

## Core Lab Department Meetings

### Chemistry Department Meeting

Monday, August 5<sup>th</sup>, 2013

Attending: Paula Swierczek, Carmen Rigney, Bath Albrecht, Lisa Ellis, Nancy Buckley, Anita Konieczny, Carmella Blacet, Kathy Stanley, and Evan Evans.

### Hematology Department Meeting

Tuesday, August 6<sup>th</sup>, 2013

Attending: Susan Rowan, Bruce Reese, Patty Isbill, Carolyn Wade, Anita Konieczny, Kathy Stanley, and Evan Evans.

**Due to an overlap of information I've combined the meeting minutes, followed by individual department sections.**

1. Kathy section:

- a. Unit Practice Council (UPC) – we have 12-15 names nominated already. You can nominate others or yourself. Kathy will interview all nominees to gauge their willingness and we will select the final 10 (or so). The goal of the UPC is to give the staff greater say in decisions that affect them (i.e. uniform policy).
- b. New MOB1 draw station – replaced the Quest and LabCorp draw stations in the Medical Office Building. The first 10 days they drew over 500 patients, of which 66% had testing that came to Memorial Lab, which is an increase in testing for our lab. For draws for Quest and LabCorp, they pay us a fee.

2. Thank You

I just wanted to thank everyone one more time for all their hard work and extra time spent during the downtime and recovery process. I feel everyone did a remarkable job. I know I went home most nights exhausted yet exhilarated. Everyone worked together to get the workload complete in as timely a manner as possible. It was a little rough the first few days, but once we got into a rhythm and had a good process, we rocked! And for all the manual entry few had only a very few missed testing (approximately 85 patients over the 12 days that had missing or not performed testing). We will be reviewing the downtime process and may incorporate some of the ideas into our shorter downtimes. We will also have a procedure for any future long-term downtime that might occur (hopefully after we have all retired!).

3. H-Vac system

To finally address heating and cooling in the lab they will be replacing the duct-work and installing new returns and vents in the main lab area. This will happen this fall (when it gets a little cooler). First they will install the returns - one by the tube station (we will have to move the refrigerated centrifuge) and the other by the emergency exit (the DI Modulab, airfuge and the bench will be moved to the other side of the sink). The main duct work runs down the lab between the two Cobas and over the Heme set-up area. The company performing this will be going to perform the work on weekends (less people here to work around) and when they reach the Cobas, they will put up scaffolding that will allow us to work underneath while they work in

the ceiling. They will have protective plastic so dust and such will not fall on the analyzers. More information on this will be forthcoming as we set dates up for this.

4. Lab Processing

- a. Micro will continue to receive body fluids and will enter the descriptions and will receive tests that are ordered. They will also order tests that they are able, but if there are some unusual tests (i.e. chylomicrons), they will bring to Lab Processing to be ordered. Micro should also write the full description on the requisitions (if available).
- b. Calling redraws, Stats, or add-ons to be drawn – per Robyne, please still call these so they are not missed. If you have an add-on that cannot be added to an existing draw, please tell the phlebotomist - comments we add will not show up in MobiLab. Do NOT send labels to phlebotomist, they must use the MobiLab labels.
- c. If you receive MobiLab specimens that you cannot receive because they have not been collected, you will have to receive via specimen type (override the random #). Please give the specimen information to Robyne so she can follow up with the phleb on this.
- d. Pap Smears - we are sending the Pap Smears to Quest as we work out a few issues that arose with ARUP. The pap smears can remain at room temp at all times.

5. Message

Please be clear when writing a phone message to be passed onto another shift. And please sign any message so if there is a question we can ask you directly and not guess.

6. XN-2000 (Heme)

We do have the interface from the analyzer to the DI working and they have loaded the Meditech interface into the 6.07 test side, so Melissa can build and we can start testing the interface on the test side. The Meditech 6.07 go-live is October 1<sup>st</sup>, so we will not be able to go-live until after that date. As we see how the test-side build goes, we can hopefully set up training in September.

7. STA auto-verification (Heme)

We are going to have the Di interface for the STA compacts installed so Nancy can begin working on the auto-verification on those.

Additional STA note: When changing the syringe-tip remember to always replace the O-ring. We purchase these together yet we have an excess of O-rings, which indicates they are not both being changed at the same time (as per procedure).

8. Send-Outs (Heme)

Send-out will remain in their current location (not moved to Lab Processing).

For the drug screen that is being sent to Quest – the physician's office may decide to add on a test and we will get a printout to sign for the add-on. You will have to call the physician's office (234-2390) and ask for the person who added the test on and confirm. You can then sign and fax the form to Quest.

9. Vitamin D (Chem)

Has been set up on the Centaur – we have a few more test to run for the validation. Once it is done, procedure written and signed off, we will begin to run on the Centaur XP and we will remove the Liaison from use. Vitamin D will be run all seven days and can be run as received

(days will QC; it will be good for 24 hours). When the Liaison is removed we will move the Centaur to its location (then the H-Vac work can begin).

10. New Cobas module (Chem)

Once the H-Vac work is completed Roche will work up the new c501 module and install as part of the Cobas 2 line. The new module will be set up for urines and body fluids as a back-up for urines on Cobas 1, as well as other testing to provide better throughput.

11. MLT students (Chem)

Lisa is working on daily guidelines and quizzes for the MLT students (will be here in mid-October). The daily guidelines are for the techs as well as the students; it is very rare that the same tech will work a bench on consecutive days and this will help you to know what needs to be gone over each day. Please remember if the student is scheduled for one of the Cobas, the tech on the other Cobas should be prepared to run a bit more of the workload as teaching the students does take time and can slow the workflow on which ever bench they are at.