**March Blood Bank, Evening and Night shift Meeting Minutes**

3/22/16 Day shift- Jennifer H., Kay S., Kylene S., Nicole A., Bruce R., Joyce K.

3/22/16 Evening shift- Jennifer H., Kathy B., Lindsay P., Sara G., Kristie M., Sarah K., Robert L.

3/24/16 Night shift- Jennifer H., Leslie M., Paul C., Thelma T., Kathy B.

* **Old Business**
  + Blood Bank
    - UPDATE- XM in Blood Bank
      * This is **NOT** in effect until the new procedures come out.
      * Validation is complete.
      * Have to write the procedure and then implement.
      * Target date is May 1.
      * Need a trainer from each shift
        + If willing to train the others on your shift, send me an email.
    - CLOSED- Moved Echo
      * + Monitor moved down
      * Fax machine to island.

* Hematology
  + None

* Chemistry
  + None

* Micro
  + UPDATE- EVE-Can we move the Group A strep machine over to where the set up bench is in place of the slide rotator for the cryptococcal test?
    - Only 2 opinions from the day shift.
    - Kathy B. is looking into switching to a PCR method for Flu for next season that also does Strep A.
    - The instrument is very small and could be placed in set-up area, so this may solve the problem.
  + UPDATE- Many specimens are being collected wrong, ordered wrong or not ordered at all.
    - Kathy B was getting several of these and now the number has dropped off.
    - Is ER doing better or are we tired of reporting.
    - Please copy the specimen and write a brief description of what happened and how it resolved and leave for Kathy B when these are received.
    - Kathy B is sending a weekly summary to the director of ER so that this can be fixed.
* General-All
  + (Still investigating) Medical Necessity-This has not impacted BB, but Kathy is looking into how it

* General Evenings
  + General Evenings
    - (Still investigating) Need help with Dr. Neil McClymont
      * Ordering multiple add ons way after original order.
      * Very stressful to complete
      * Time consuming and possibility for mistakes rises.
  + OPEN- ER sending labels for add-ons instead of the proper procedure
    - Kathy S to follow up
  + MHE-
    - Can we start having East meetings?
      * Forwarded to Eric.
      * UPDATE-Eric has set up some meetings next week.
* General Nights
  + OPEN- Phlebotomy is not assisting on night shift like it was planned when nights took over maintenance.
* Only a few of the current phlebs on nights are trained to do processing so that is why it seems like they aren’t helping.
* When the new phlebs are hired, they will be trained in processing on days so they will be ready to go when they start on the shift.
* La’Rhonda has stressed to the current phlebs that their help is expected.
* UPDATE- Phlebotomists are still not helping and in fact it is worse.
  + La’Ronda will come to next night meeting to hear concerns.
* UPDATE 2-Phlebs do not want to come back and help and are acting resentful that anyone is asking them to do so.
  + Maria was asked why not-“It’s too cold”
  + Phlebs are taking naps in the back room instead of helping.
  + Most draws coming down are from the ER, not the floors, so where are the phelbs?
  + Phlebs are hiding in the drawing rooms and out in the waiting area so that the techs can’t find them and ask them to help.
  + Arneasha (sp?) says she is not trained in processing and doesn’t let anyone know when she is dropping off a specimen.
  + Arneasha (sp?) says that she is still training and she won’t go over to ER to help.
  + Nights just wants to know if they are going to get help or not and if not then they will drop it but right now they are resentful towards the phlebs because they are supposed to help and are not doing so.
* OPEN- Crystal Brown is becoming overbearing with ordering procedure.
  + - Jan G. looking into.
* **New Business**
  + Blood Bank
    - OPEN- It was suggested that we should look at the steps for the RhoGam workup on the computer side and see if we can cut that down or make it more streamlined. Melissa is looking at this and I am talking with the Pathologists about this as well.
      * Dr. Bolesta has ok’d that I streamline this process. Writing the procedure now. Look for the change in the near future.
    - OPEN- PNEG
    - Beginning 3/28, we will no longer be performing PNEGs
      * All specimens that have a GTS ordered will receive a GTS
      * New procedures have been uploaded on MTS for your review, please sign off ASAP.
      * Any questions, please let me know.
    - OPEN- Weak D
    - Women of child-bearing age who have or are suspected of being weak D positive will be sent to MVRBC reference lab for RhD variant testing.
      * If you have a patient who
        + Is known to be weak D pos
        + Has D4=+ and D5=0 or visa versa on the instrument
        + Has very weak reactions at IS with anti-D and is pos at IgG
    - Send these to MVRBC ref lab as you would any other specimen. Order the RhD variant assay under molecular testing.
    - Result out all other testing as you normally would.
    - I will result and change when the results come back.
    - Procedure is in the works.
    - Shouldn’t get too many of these.

* Hematology
  + None
* Chemistry
  + Night shift asked if the BNPs could have their own number like the lactates were moved to. It would save on re-draws due to the white tube not being drawn.
    - Sent email to Evan and Nancy-3/24/16
  + Night shift asked if it would be possible to just hit print for lactates that have decreased, but are still normal.
    - Sent email to Evan – 3/24/16
  + Lactates-if normal, then a second isn’t supposed to be drawn, but on nights there have been multiple normal on the same patient and when they talk with the nurse, the nurse would cancel the repeat order.
    - Sent email to Evan & Kathy S.- 3/24/16
* Micro
  + None
* General All
  + UPDATE- Hiring for MHE
    - Eric Hanvey is the manager for MHE.
    - Day shift-Joyce K, Anita, Linda, Eric
    - Evening shift-Dianne, Joyce M., Kristie, Nicole A.
    - Night shift-Doug, John, Robert
    - Lab processors-Kristen, ????
  + Thought we were done hiring, but we need more. Not sure how many.
    - Still have 4 open Phleb positions
  + HFAP inspection
    - Was a success.

* General Evenings
  + None

* General Nights
  + None

Sincerely,

Jennifer Harris, MT(ASCP)SBBCM

Blood Bank Supervisor

Evening and Night Shift Supervisor