

New Policies, Procedures, Alerts or Reminders

- a) "Performed by." Has been added to 'Consistent with history' comment in Remisol, please provide your initials when using this comment.
- b) The sheet for scanning films into has been modified and locked to make it more user friendly. Please use this for the Ctrl-W checking . It is much faster
 - a. See H:\shared\Haematology\ROSTERS and forms\ Plasma HB, FBE dilution, glucose, manual differential, film scan
 - b. Malaria % to be incorporated into this file also eventually
- c) A reminder to carefully interrogate the WBC scatter plots for interference. We have a number of patients where red cell interference is being missed eg lymph# 0.6 on manual diff and 4.0 on auto diff but they are being vetted.
- d) Flammables store has returned to the blue shipping container – as of today. Key in drawer
- e) Reminder to watch the SMS Samples list for samples more than 1-hour old. Generally films take about an hour and if missed Urgent films can take 2 hours to be released

Rosters / Staffing / Recruitment

- f) Planning for next roster will be started soon. Please ensure you have submitted your leave requests.
- g) Additional hours available Saturdays full 8 hr shift. Please email Steve directly with your availability.

OH&S or Environmental issues

- h) Recent eye splash from LIV-wipe solution
 - a. Temp on eye wash found to be 50oC – has been fixed, linked to hand basin temp
 - b. Shower didn't work – has been tested. Must pull down on lever and not forwards

Staff concerns or suggestions for future "group consultation"

- i)

IT issues / Network Alerts / Trials / Projects

- j) DXH line – replacement computer due Wednesday next week to hopefully resolve some IT issues

New Staff / Social Events / Congratulations / Conference applications

- k) A number of morphology workshop attendances requested – working through these