

**General Information**

- a) Servers for Haem, Coag and Vision Hema progressing. This will link all the FBE and Coag analysers across the Alfred. Vision hema will enable our automated morphology analysers.
- b) Approval for the STATUS1 Blood Bank analyser from WTMS fund approved

**New Policies, Procedures, Alerts or Reminders**

- c) New checklist for XN's and SP50. Early start senior will go over with the 7am starts each week.
- d) When printing any outstanding worklists please ensure you are checking 'ALL'
- e) Control W is not required in afternoon if the morphology workflow and tagging is being followed

**Rosters / Staffing / Recruitment**

- f) Xmas almost complete – one last shift in Blood Bank required 1030-1700
- g) Now starting to focus on new years
- h) Seniors doing 1 in 3 early start for remaining covid roster to assist with nightshift trouble shooting, training and to cover more of the day over all

**OH&S or Environmental issues**

- i) Please continue to practice social distancing and remember the QR code to record use of the tearoom.

**Staff concerns or suggestions for future "group consultation"**

- j) x

**IT issues / Network Alerts / Trials / Projects**

- k) x

**New Staff / Social Events / Congratulations / Conference applications**

- l) Peters farewell lunch Friday 13th
- m) 2 new staff members to be joining us until end June 2021
  - Leonie Hynes
  - Isaac Melaka

*Sign off will be reviewed during each Performance appraisal cycle – please sign off in MTS*