

Haem House Keeping and Admin	27/06/2022
<p>General Information</p> <ul style="list-style-type: none"> a) FBE's should be reported in Cerner via AMS if unsuitable, clotted etc so the ward can see the results. These results will also be used for extracts to be able to "educate" collection staff b) New molecular Malaria analyser has arrived for workup c) EDTA / Serum IMSC validation about to be signed off – thanks for running the correlation samples d) New tray for PLT checks in morph – please place and store into "PLT Check Tray". PLT checks are in the PLT BLOCKED and CRITICAL FILM filters e) Stock-take tomorrow as part of Alfred / Monash shared pathology service f) Reminder to complete MTS's please g) Please write 7E, DR, Trial or SPLEEN on films in black marker as they are filed into the trays 	
<p>New Policies, Procedures, Alerts or Reminders</p> <ul style="list-style-type: none"> h) Remember to check the "H"s are on your NRBC before hitting F7. <ul style="list-style-type: none"> a. Must chose NRBC_mode after DIFF_mode when DIFF_Mode= manual. i) See email about "Query metabolic imbalance affecting red cell parameters eg reduced sodium or increased sodium and/or lactate. Suggest repeat FBE once chemistry is normalised." j) SP50 staining reservoir/pools in the methanol bucket for a maximum 30 minutes k) Spleen FILM requests – please comment on presence or absence of HJBs l) Factor concentrates (BOLUS only) have a field that will have 'once only' or 'continuous' this indicates that the BOLUS factor order is for a single product or multiples over a period of time (i.e the patients admission). This information is visible in ORV after the order is completed, if an order is placed as continuous the clinical team is not required to re-submit electronic requests unless the dosage has changed. If you are unsure how to see the information in ORV see a senior. 	
<p>Rosters / Staffing / Recruitment</p> <ul style="list-style-type: none"> m) Next roster going into Kronos – please cross check for discrepancies between Kronos and Excel. Email haem.lab.managers with issues n) We will have 6+ staff training across the department 	
<p>OH&S or Environmental issues</p> <ul style="list-style-type: none"> o) Slav has resigned as OH&S rep p) Rebuild of staff tea-room – there are closer toilets in microbiology for evening/night shift 	
<p>Staff concerns or suggestions for future "group consultation"</p> <ul style="list-style-type: none"> q) Any concerns can be brought to this meeting, personally brought to a senior, emailed or anonymously put into the "silver" box. 	
<p>IT issues / Network Alerts / Trials / Projects</p> <ul style="list-style-type: none"> r) We still have no timeline on connection of FBE's to the Abbott track ie sample transfer. <ul style="list-style-type: none"> a. We may go live before NATA in August but the window is looking smaller and smaller s) The PC's and monitors are here and the desks are on order for the future haem station(s) in the common/core lab area to accommodate the FBE and then Coag change-over. t) Work has started on the Coagulation interfacing. <ul style="list-style-type: none"> a. Basic testing set up is almost complete Cerner CERT, DMS, AMS, COAG1 and MAX b. Rule writing has begun c. We will have to connect the robot to MAX for initial training d. I can't see us going live with Coag on the track until AFTER NATA u) We have request P lab numbers to add a "H_Action" v) We have requested MORPH_H to Add "Path Tray" w) We are looking to see if we can get PLT and/or Clumping flags into Coag AMS profile x) Patch for Cerner interface with IH500 due end of July, should be live for start of August for interface testing and go-live with IH500s 	
<p>New Staff / Social Events / Congratulations / Conference applications</p> <ul style="list-style-type: none"> y) Erika – 24/7 Phuong/Kelly B backfill 4 July z) Inci – 24/7 Vaahini backfill 4 July aa) Christina – 24/7 Leave back fill TBA bb) Yue – evening shift Fotini / April backfill 4 July cc) Charunya – Flow Trials contract 18 July 	

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