

**General Information**

- a) Please remember to replenish reagents & consumables on Friday afternoon. Excess XN reagents are stored in the Pathology Storeroom.
- b) New location of Testo room temperature thermometer on the side of the coag fridge.? confirm location
- c) New "Do not use" signs made, when XN/SP50/RU20 are out of use.
- d) Missed FBENB that required a manual diff. Please check request slip if not received with the sample.
- e) Removed waterbath/freezer check on Haematology daily log sheet. Now monitored by Testo.
- f) Automatic by-pass for the XN-track is off.
- g) NATA Wed 31st of August for Haem, coag and transfusion. Immuno and flow still waiting for confirmation of date
- h) If you are reporting a significant number of short APTTs that are not clotted within a shift, check the expiry date of the citrate tubes as they may have expired. Expired tubes were received from Haem clinical trial patients.
- i) Aquios –
  - a. If any patient flagged 'red', check volume & clots and if ok rerun once. Please remember to sign the maintenance log.
  - b. Control issues – leave controls for > 1 hr at RT before running – do not rerun if only 'orange' flag – 'gate issue' notification – rerun control only if it is out of range.
  - c. Service scheduled for 17.08.23 was cancelled by BC. ETA to be advised.

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

- j) IH500 interface planning to go live Monday 22/08. Testing will be in the live environment, please refer to instructions on the day.
- k) A reminder that a footnote is required against the MCV when validating MCV delta investigations, this is particularly important for unexplained changes as this reports to powerchart and is visible to the clinical teams. Please see instructions in HAE\_XNA\_008
- l) Samples with a 'p' at the beginning of the sample number on the XNs have an automatic H\_action in AMS
- m) Instructions for re-establishing your type-it-in comments is in the Type it in document (CD\_HA\_0750)

**Rosters / Staffing / Recruitment**

- n) AFL PH roster has been released confirm defaults or volunteer by 24thAug

**OH&S or Environmental issues**

- o) Slav is stepping down from OHS duties, if anyone is interested please email the [haem.lab.managers@alfred.org.au](mailto:haem.lab.managers@alfred.org.au) by COB Friday 19/08/2022

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

- p) Any concerns can be brought to this meeting, personally brought to a senior, emailed or anonymously put into the "silver" box.

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

- q) ongoing HL7 communication issues (morphology comments) instructions for 'big kick' reboot in AMS troubleshooting document. Please notify [haem.lab.managers@alfred.org.au](mailto:haem.lab.managers@alfred.org.au) if you use the reboot so we can look for patterns

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

- a) Thank you to Chanelle and Josh for the new tea room