

Haem House Keeping and Admin

14/03/2023

General Information

- a) 2 plt QAPs to be released together (one film and one electronic only)
- b) Time to be rostered each day for MTS/Competencies/CE (1 hr per day in haematology roster)

New Policies, Procedures, Alerts or Reminders

- a) Please DO NOT USE Patient Comment tab in AMS. This has caused a comment to publish in powerchart against a completely unrelated patient. We are working with Abbott on a solution. Please ONLY USE the Sample Comment tab but a reminder DO NOT use punctuation marks such as “ or ‘ in the sample comments. This causes a failure of communication between AMS and Cerner.
- b) Do not discard white stirrers from Neoptimal 20
- c) Change in SP50 maintenance. Shutdown 2 daily for minimum 30 mins (1hr on Tuesday). Change and clean staining pools daily.
- d) Do not accept greyed out differentials. Differential must be confirmed by blood film. Please do a manual diff or TND on same day samples
- e) Open mode on XNs
 - adequately mix the sample
 - Select the Read ID or scan the sample barcode if possible or ensure you include the container detail in the sample ID
 - Manual presentation by-passes the host query, if RT required please select the RET option
 - Manual presentation by-passes re-run from rules or analyser – review AMS results for sample.
- f) DAT negative babies and cords no longer require an elution if jaundice or suspect of haematology unless requested by clinical team or haematologists.
- g) Weak D testing for neonates will be replaced with Biorad card and group check. IAT anti-D no longer required.

Rosters / Staffing / Recruitment

- h) Trent and Kay will be sadly leaving us
- i) Up until 1 May 2023 there are numerous “pink” fields where rosters are proposed to change to cover gaps advise ASAP if there are any issues with the proposed changes

OH&S or Environmental issues

- j) x

Staff concerns or suggestions for future “group consultation”

- k) 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

- l) IT support from Monday 17th April Please let managers know what issues you have with IT support / Computers / Software / Licenses so we can get them done that week.

New Staff / Social Events / Congratulations / Conference applications

- m) x

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