1. Rapid serum tubes: Dynalife sent a memo regarding use of rapid serum tubes for disease testing. They recommend we do not use these tubes. These are the orange top tubes. Memo will be sent out.
2. PADIS: When get phone calls from PADIS (poison and drug information services) for results we are to give them. They have had difficulty getting these results from us. Send results through LIS. April has set up a clinic code for them - POI. We can start adding them as a cc so they will get all copies.
3. Client experience survey: It is this time of year. Jennifer will be putting them out at the hospital outpatient department and YPCC outpatient lab. This survey goes until October 15.
4. TDG: Jennifer has 2 codes left so if your training is expiring or you still need to get it let her know. Certification is good for 2 years.
5. Time reporting: Early cut off this week for time reporting because of the holiday. Must be in by Thursday at noon.
6. Moses: Discussed the conference he attended last week in Philadelphia. He thanks Jennifer and the hospital for allowing him to attend. He will discuss the conference with the microbiology staff.
7. Hoodies: Hoodie orders are being accepted. $80 for regular ones, $75 for lighter ones. Whitney is going to be making a signup sheet. Going to buy one for Sheldon, maintenance tech for chemistry analyzer.
8. Electronics: Elwood mentioned that electronics are disposed of at the bottle depot not the dump.
9. Erin, accessioning: If a requisition has comments on it that can affect the way the technologists process it please give a copy of the requisition to the core lab tech so they can see the comments. When they are entered into the LIS the technologists do not see them.
10. Erin, accessioning: When a patient is transferred to this hospital from another location and samples come with them, make sure you accession the specimens as referred in and put a copy to the floor they are on in this hospital. If more specimens come after they are admitted here, create another visit.
11. Jennifer: Thanks us for our hard work since Sarah has been gone. More duties will be assigned to Jennifer until a new manager is found. If have any issues you can still go to Jennifer and she will escalate them if necessary. If you don’t feel comfortable going to Jennifer you can talk to Carolyn, or a union rep (Elwood or Mike) or Cynthia Sutherland from DI.
12. Stress: If anyone is experiencing stress with all the changes that have been occurring, you can call EFAP. They can help.
13. Chemistry Inventory Reports: This needs to be done. Check to see that the lot #’s on the report are actually the lots in use. If wondering if the lot # is registered check to see if the box has a TQC barcode. If you close a lot make sure that you are opening a new lot. Suggestion of leaving new lot # next to computer. The barcode on the box can be used to open the new lot #.

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