

Laboratory Staff Meeting

Location: Laboratory – Core Laboratory

August 30, 2017 11:15 – 11:45

- 1) Order Entry Comments
 - a. Putting in an order entry comment does not prompt techs in the back to look at what was entered. Please put the comment label that prints out on the sample container. This will ensure that the information gets passed to the techs on the bench when it is attached to the sample itself.
 - b. Order comments are now on a different part of the lab report after the upgrade. So if the comment is specific to a specimen, put it in the specimen comment section.
- 2) Operational Readiness Team – Completed move in date for the new hospital is end of summer 2019. We are starting to prepare for the move and transition leading up to that date. October 2nd is the roll out date for the readiness teams to start their discussions.
 - a. The Lab Readiness Team - Laura Stevens, Elwood Chan, Michael Arbuckle, Erin Allum, April Darrach.
 - b. Patient Flow and Logistics – April Darrach and Joanne Murray
 - c. Informatics and Health Technology – April Darrach
- 3) Ft Smith – They are still unable to cover call on the weekends. Stanton core techs who wish to go to Ft Smith to cover the weekend call shift please let Jen know. Shift swaps to accommodate sending staff to Ft Smith for weekend coverage will be eligible for appropriate compensation. The weekend in Ft Smith will be paid as on call.
- 4) Blood Bank Stays for Blood Product Orders – Core Techs please create a new Medipatient stay for all products that are ordered through homecare or to the communities. This will ensure that we are getting paid for our services.
- 5) Labeling of Vials when issuing blood products - Core Techs should be labeling the bottles inside the boxes with the small labels that you can print off from Soft Bank when issuing. This will allow us to do trace back, look backs easier especially when vials are returned without us knowing.
- 6) Prov Lab - Syphilis – EIA for the 5600 detects IgM and IgG which will give us positive results when we screen for Syphilis regardless if the patient has an active or past infection. When we send to Prov Lab the RPR is antigen testing which means that the result could be negative if there is not an active infection.
- 7) Minor Capital –Requests need to be submitted to Jen by September 9, 2017. (\$1000-\$5000)
- 8) Stanton Foundation Wish List – Submit request for item's that are <\$1000
- 9) Early Cut off this week - Thursday August 31, 2017 at Noon
- 10) Coverage for LIS - Joel is off indeterminately and Erin will be covering LIS Admin functions until April returns Sept 18, 2017.

Round Table

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Bayo – Urine Eosinophils (Random) need to be tested 24hours from time of collection. Therefore it needs to be collected Mon-Thurs at 2pm, also Lab assistants need to phone in the samples to Dynalife so that they arrive at UofA on time for testing

Elwood – Lab hoodies should arrive at the end of this week. Elwood will be on vacation and has left Amy's number to be notified for order pick up. Amy will be leaving on vacation Saturday. If the order is completed next week, someone will need to pick up the order and distribute the hoodies. The list of everyone that ordered as well as the sizes are posted on the white board in the staff break room.