1. **LIS Cancellations:**
* Refer to your LIS procedures and keep your LIS tips. Referring to these will solve most of your problems. They are useful tools and can be found in the sharepoint, MTS and LIS binders.
* April will no longer fix our problems if we have to tools to do so ourselves. If you can’t find the appropriate information see your MLT II.
1. **Erroneously Resulted Tests:**
	* Any result that has been released and needs correction must be fixed by a MLT. MLA’s do not have security access to amend results.
	* The procedure requires more than just cancelling the test in order entry. Refer to procedure. This procedure is how we can ensure the corrections are posted to the EMR and Health Net Viewer
2. When unloading the centrifuge please remove all of the balance tubes.
3. Chriopractic appointments are not eligible for casual leave unless they are prescribed by a licensed practitioner.
4. **Syphilis Confirmation:**
	* Another SYPHC was missed and only discovered when HPU called looking for results. This is at least 4 in the past 8 months
	* How do we make this work?
		1. We will no longer be able to post out of instrument menu. Results will be verified in Resulting worklist similar to the HIV, HCV, HBsAg viral screening.
		2. Jen will investigate ordering another label printer for the Chemistry area.
5. **Transfusion Records:**
	* All abnormal transfusion records (positive antibodies, phenotyping, pos DAT, ABO troubleshooting, etc) must be placed in the antibody binders for future reference. This includes CBS reports. Some records have been found filed with the requisitions which is improper.

**Roundtable:**

* Jen welcomes Muhammad as MLT II and thanks Elwood for his time as MLT II
* April has created new RBS rules
	+ Cannot order an NBIL on an adult
	+ Cannot order DAT (adult) on a baby
* Mike needs all pediatric patients ran for the XN-1000 validation
* Carolyn will be on vacation soon so get your safety questions in right away. She also points out that TDG is only valid if you have the certification card
* Joanne points out that sometimes we are not shipping samples with the correct information on the waybill/labels. New job aids are available. Also, some shipping labels are on templates now for printing here in the lab.
* Erin points out that a new “Refer to CBS” label has been created.
* Jen asks that all staff create a RiskPro anytime a system fails so we can track these issues and use it as evidence for replacement equipment.
	+ Erin indicates that prenatal reports are still a problem because they are not coming back to us. Some problems are because the requisitions are not being filled out completely and/or are missing a CC to YEL. DynaLife also does not always use our info when accessioning because their system overwrites it.

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