

**Laboratory Staff Meeting Minutes**  
[13OCT2018]  
[11:15]

Blood Cultures from Inuvik - Laura S. - We are only receiving POSITIVE Blood Cultures from Inuvik. Do not put in incubator. Give to Mico Tech.

Blood Gases – Amy – BG are STAT. Hand samples directly to Technologist. Do not place beside instrument.

Chem Calibrations – Teresa – When calibrating [TBIL + BuBc ] and [ NA + K] they must be cal'd together with their 'buddy'. Also make sure to update current cal for both plasma and serum.

Clotted samples from ER – Teresa – Check for clots from samples that have been collected by nurses in ER. Also ensure that gold top tubes have had 20-30 min to clot before spinning.

CAP samples – Teresa – Place CAP boxes in walk in fridge with the lids off. This ensures that samples are being kept at the proper temperature.

New Territorial Manager – Jen – David Moore is the new Territorial Manager for Diagnostic Services. Will slowly begin to take over duties. Will come for a meet & greet soon.

Referral Test – April – Do not assume that the collection criteria that is on the barcode label is the proper collection tube. Things change constantly. Always check the Dynalife website for collection criteria. If you find that there has been a change, submit a LIS sharepoint task to get it fixed. Do not verbally ask LIS staff. Go through the proper channels.

Blood Band Shipments – Teresa – Document that you have phoned Tundra Transfer to pick up box. Write it down so it can be communicated to the other shift Tech's.