

### Laboratory Staff Meeting – April 3 2019

Attendance: Kayla, Nicole, April, Laurie, Kim, Theresa, Mohammad, Moses, Laura S, Jocelyn, Connie, Solomon, Chantelle

Begin: 1120

Adjourn: 1130

1. ATIPP Requests:
  - a. A client has put in a request, through ATIPP, for information regarding their health record. They would like to know the name of each person who accessed their health record during a certain period. We do not have any information other than that. The LIS staff members have been asked to provide the information. It is not something that happens often, but it is happening, has happened and can happen at any time. The information about how to do so is on the government website for anyone in the NWT who is interested or curious.
2. Quick user switch:
  - a. Quick user switch is now active on each computer.
3. Reminders:
  - a. Please ensure you are restarting computers at the end of day (part of Evening shift duties).