

Laboratory Staff Meeting Minutes

10 April 2019

11:20 – 11:30

Attendees: Chantelle, Amy, Kayla, Kim, Nicole, Mohammed, April, Laurie, Laura G, Laura S, Carolyn, Connie, Laurie, Solomon.

Recorder: Amy

1. April – LIS Tasks

- 1.1. LIS Tasks can be entered but until new hospital they have been suspended if not related to new hospital stuff due to prioritization.

2. April – Risk Pro

- 2.1. Online entering of Risk pros has been suspended
- 2.2. Risk Pros must be submitted using the paper form
- 2.3. See emails for more information

3. LIS Downtime

- 3.1. 2 more downtimes will happen for the LIS in the coming weeks.
- 3.2. April 24th 8-9am & April 25th 12:15-13:15
- 3.3. After the downtime the system will be released for use to users. Users may experience glitches or errors – let the LIS know right away so they can be fixed and managed.

4. Round Table

4.1. Joanne

- 4.1.1. Courtney's last day is the 26th of April. She would like to go bowling. Those who want to attend a sign up sheet will be posted soon.

4.2. Laurie

- 4.2.1. Laurie is Pregnant and due in October. So LIS term position will be posted for those interested in the coming while so keep eyes out.

5. Core Only

- 5.1. Amy – Blood Bank maintenance has been getting missed since the move to Tuesday. It will be moved back to Sunday effective immediately. If it is slow on a Friday try and do the washing and such then.

