

## Laboratory Staff Meeting Minutes

October 9, 2019

11:15

Attendees: Sally, David, Laura G, Laura S, Pearl, Viviane, Holly, Jennifer, Amy, Elwood, Mikayla and Erin.

1. Amy – Temperatures:

- All fridges and freezers need the temperature checked and documented every day.
- Some were not done last month, especially the specimen receiving fridges.
- Jennifer decided that the 7 am MLA will read these temperatures before rounds to ensure that it is assigned to a specific bench and that it will get done.

2. Jennifer – ECG's:

- Starting next week, DynaLIFE will be reading them and will therefore need to be sent to them.
- We will receive a report back like we do with other referred out tests.
- They will need to be sent with a manifest like other referred out tests.

3. Jennifer – AHS EPIC/Beaker update:

- On November 3, Alberta will be upgrading to a new CIS called EPIC and DynaLIFE will be upgrading to a new LIS called Beaker.
- Going to be a huge change for us and all our users.
- All doctor codes and submitter location codes will be changed.
- Connie will make updates in LIVE when she gets back.
- Manifests will have new codes.
- Going to be a big deal because Dr. are going to have difficulty getting their reports due to the changes and we will be getting the calls.
- Jennifer is working on this to help with the transition. If her door is closed only knock if it is urgent and she isn't in a meeting or on the phone.

4. Jennifer – Staffing:

- Interviews next week for core lab tech.
- Amy is working on Fort Smith transfusion issues for rest of October.
- Do not use the Tech 2 room for breaks. It is a work space.

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5. Jennifer – PPE:

- Wanted to acknowledge that she has noticed people are wearing their PPE as appropriate.

6. Roundtable:

- No one had anything. Meeting done at 11:30.