

Laboratory Staff Meeting Minutes

May 6, 2020

11:15-11:45

Attendees: Carolyn, Cynthia, Laura G., Laura S., Adrienne, Moses, Amy, David, Kim, Jessie, Bayo, Jocelyn, Joanne, Solomon, Vivian, Theresa, Sarah S.

Recorder: Amy

1. Unspun Samples received from YPCC

- We have been receiving samples collected down at YPCC unspun and have had to reject some.
- Carolyn has addressed this with YPCC.

2. Referral Tests

- Ensure you look up the collection and sample information for testing which is referred out
- It was relayed to a client that H. Pylori could be a stool collection – unfortunately it cannot as it must be received at Dynalife within 12 hours of collection which is impossible for us.
- Collection information has been known to change without receiving notice.
- See Attachment below

3. COVID samples in the Pneumatic Tube

- No respiratory samples for COVID or suspected should be sent down in the tube. They must be walked.
- It is a safety issue due to the potential of aerosols being generated in the tube
- This includes sputums and swabs
- If received fill out RL6

4. Bleach in Water Bottle

- Incident occurred where Bleach was made up in a bottle which was labeled Distilled Water and a small label was put saying it was bleach.
- This is inappropriate and it was mistakenly used on a machine.
- Please ensure you are looking at the labels on the bottles when making up solutions and if you need to make something up in a bottle cover up any incorrect labels.

5. FIT Testing @ Dynalife

- Testing has resumed at Dynalife

6. Welcome to Sarah!

- Sarah is back with us for the Summer.

7. Receiving Items

- Ensure when receiving items you check off item amount received
- Initial and date when received
- Packing slip can then be put in Materials Management mail slot
- Wipe item off on Ordered White Board
- See Attachment below

8. MSCD Issues – Communication Devices

- Need feedback on these – what works and what doesn't

9. Childcare Issues

- Subsidy announced is for using licensed childcare only – it is being given to the providers who are supposed to pass the savings on to the parents in the form of reduced fees
- Fill out feedback when it is available

10. Sick Calls

- When calling in sick you must call to the Supervisor and let her know if it is COVID or non-covid. As well if it is any COVID related symptoms you must call to Public health.
- Do not call to the supervisor phone at the moment due to the office being quarantined. Call to Carolyn's Cell number.

11. Annual leave

- NTHSSA is looking at Annual Leave and recognize that people will need some time off
- Do not expect it to be the same guidelines as previously for what will be allowed (i.e. number of people off etc)
- At the moment do not plan on travel.

12. N95 Reprocessing

- This will be starting
- It does not affect the lab at this time

13. Physical Distancing

- There have been some complaints received by Stanton regarding physical distancing not being followed. Staff with staff and Staff with Patients when not necessary to be close
- If you notice that the waiting room is crowded please let the DI clerk know or Carolyn and Cynthia
- Suggestion made to have a sign which states only a certain number of people allowed in waiting room at a time to inform patients

14. Paging System

- A paging system has been procured for the waiting room similar to ones used at restaurants so patients may leave the waiting room
- Testing will be done to see distance etc

15. Core Only – PSA testing

- Patient with a >2000 PSA recently – Dr. has requested for a value
- Carolyn to inquire whether appropriate for this to be sent out or not with Dynalife

16. GeneExperts

- We have received 2 GeneExperts and await 2 more
- We will be performing limited testing here soon.

17. Attachements:

- Packing Slip

Ortho Clinical Diagnostics

PACKING LIST
Bon de Livraison

ra-ocdus-ctsservicep@orthoclinicaldiagnostics.co Printed/Imprimé: 04/21/2020 10:07:34

Order No/Ordre.: 1101167151

SHIP TO/
Expédié à 0001393262
STANTON TERRITORIAL HOSPITAL
548 BYRNE RD
ATTN: LAB

SOLD TO/
Vendu à
STANTON TERRITORIAL HOSPITAL
550 BYRNE ROAD, PO BOX 10

Trailer Seal(s) _____
Packer _____ Checker _____

YELLOWKNIFE, NT X1A 2N1
CA

YELLOWKNIFE, NT X1A 2N1
CA

PURCHASE ORDER NO./ BON de COMMANDE du CLIENT		DELIVERY#/LIVRAISON	SHIP VIA/ NOM DU TRANSPORTEUR			
002332		0818250284	Purolator			
LINE Ligne	PRODUCT CODE/Code du Produit DESCRIPTION/La description	LOT/EXPIRY Lot/Expire	QTY/UNIT QTE/Unités	UNIT OF MEAS	QTY SHIPPED QTE Expédié	WEIGHT/ Poids
1	J61889 LAMP ASSEMBLY GTIN:N/A	NL 01-JAN-99	1	EA	1	1.00
Tracking #: GE00000092N11709586 1 of 1						
TOTAL PARCELS SHIPPED: 1 Total des colis expédités: 1				TOTAL WEIGHT: 2.0 LBS Poids total: 2.0 LBS		

left on Tech2 desk, I don't know if it was received, when, or by who. We need the info before sending it to MM.

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- Dynalife instructions

5/5/2020

DynaLIFE Test Directory

DynaLIFE
MEDICAL LABS

H. pylori test

Test Name:

H. pylori test

Synonyms:

H. pylori stool antigen test
Helicobacter pylori stool antigen test
HpSAT

Last Reviewed:

02 March 2020

EDMONTON ZONE, only

Test Name:

H. pylori test

Testing Prerequisites:

Physician **must** refer to [patient instructions](#) for patient preparation information

Patient Instructions:

[Stool for *H. pylori*](#)

Requisition(s):

[DynaLIFE General Requisition](#)

(*H. pylori* stool antigen test requires a separate, sterile collection container and requisition.
This test **cannot** be combined with other stool testing)

Collection Device/Tube Type:

Sterile 60 mL plastic container (orange-top)

Submission Requirements:

- The specimen **must** be refrigerated or kept on an ice pack until delivered to the laboratory
- Deliver the specimen and requisition to the laboratory as soon as possible – must be receive in the lab **within 12 hours of collection**

Frequency of Testing:

Monday - Friday

Last Reviewed:

02 March 2020

ALL OTHER ZONES

Test Name:

H. pylori - urea breath test, only

Comments:

Refer to [Urea breath test](#):

For sample stability reasons, the **urea breath test** remains the primary test for *H. pylori*.

Last Reviewed:

02 March 2020