

## Laboratory Staff Meeting Minutes

August 26, 2020

11:15-12:00

Attendees: Jen, Amy, Moses, Solomon, David, Kim, Kayla, Laura S., Laura G., Vivian, Joanne, Erin

Recorder: Amy

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### 1. Safety Check in – Stress & Stress Management

- There has been a lot of stressors experienced in the last while: changes, staffing issues, COVID etc. and we have to anticipate it will continue as the pandemic does
- How do you know you are stressed?
  - Staff answers: don't sleep, eat comfort foods, feel weak, headaches, crankiness, lose appetite etc
  - Physical manifestations
- We can't always control the things causing the stress – work stressors, external stressors such as family, relationships etc.
- Think about what we can control and how we react to it. What are things that you can do to help deal with stress?
- Lots of ways stress manifests and how we experience it and there are lots of ways to cope or deal with it. It is important to be aware of our stress and use strategies to mitigate it.
- Stress in the workplace can lead to: irritability, mistakes, increased absenteeism, increased error rates, increased user complaints about service, increased accidents & injuries
- Resources available: in the Shared drive Lab folder there is a folder called EFAP - I:\Stanton Hospital Share\Lab\EFAP
  - In this folder is information about the Employee Assistance Program which is free to use for all GNWT employees and their family
  - Also a workbook on Stress Management Strategies – feel free to print off and take home
  - Copies of the brochure for EFAP and the workbook have been placed in the tech 2 office and in the break room
- Reminder to let Jen know of any topics you'd like to see covered in the safety check in going forward.

- DISCUSSION – with regards to stress and safety
  - There has been confusion regarding patient contact for employees returning from vacation
  - Employees feel that communication regarding this has been mixed or lacking from management
  - Some employees were under the impression that employees returning or were exposed to others returning were to have no patient/limited patient contact. This was due to earlier in the summer employees who travelled or were living with those who travelled were told patient contact was to be restricted by Public Health – due to this schedules were amended in July and August reducing call shifts/changing shifts
  - Current State per Jen: There is no restriction on patient contact for employees returning from vacation who are approved by the OCPHO and Stanton COO to return to work.
  - September schedule changes which were made by Carolyn whose knowledge was that people were to be restricted from patient contact. However as this was not the most up to date information the schedule will be reverted and the schedule posted on August 14<sup>th</sup> for September will stand and be reposted without the changes.

## **2. Venous Gases**

- Reminder that gases are a time sensitive sample
- If they cannot be accessioned right away they can be given to the technologists to run prior to accessioning to ensure they are run in a timely manner
- Other morning a few timed out because they were delayed

## **3. Chemo Ward – GP Oncology & MDC Reports**

- Ordering will be under a general GP Oncology physician code which has been created in the LIS (not medipatient) and not under specific physician names always
- We are still receiving reports back from MDC stating they are for Chemo or elsewhere – please pass these to Jen to deal with

## **4. Late arrivals to work**

- If you arrive late to work it is considered to be absent without leave
- If it is greater than 15 mins you must enter into Peoplesoft using the AWOL code for the duration of time missed in the shift
- No longer possible to stay after the shift to make up the missed time.

- Some lateness can be expected due to screening and changing of clothing but expectation is to be on site at your scheduled time

#### **5. Continuous masking**

- NTHSSA is working on a continuous masking policy/procedures
- Be prepared that something will be implemented within the next few weeks

#### **6. COVID Testing**

- GNWT is in the process of purchasing additional equipment to perform COVID testing – it is a real time PCR assay

#### **7. Lab Coats**

- If wearing lab coats instead of a gown it must be buttoned up
- Jen has ordered some other options for lab staff to try as some of the coats/gowns are quite warm to wear

#### **8. Requisitions for Morning Rounds**

- It has been noted that recently OBS has not gotten requisitions down for wards by 0630
- Jen will follow up with the manager
- Requisitions which are not down for morning rounds will be then moved to 1300 Rounds

#### **9. ABL837**

- Dynalife has just sent the validation protocol this week.