

Specimen Control Meeting Minutes

October 1, 2020

Time: 12:30hrs-13:00hrs

Recorder: Elwood

1. Weekend Shipments to Dynalife

- Shipping coolers on weekend via Canadian North
- Arctic Deliveries to pick up
- Fill out Waybill

2. Community Signs for Community Coolers

- When unpacking community coolers
- Once requisitions are removed from the cooler, place a community sign to help the person accessioning know where the reqs came from
- Especially important for those requisitions made by Yellowknife practitioners and sample collected in the community

3. Unloading Samples from Centrifuge

- All blood samples coming out of centrifuge must be opened in BSC or buckets must sit for 30 minutes (LOP) for potential aerosols to settle before opening.

4. Infant Maximum Blood Draw Record Sheet

- Pink stickers have been sent to PEDs and ER to add onto requisitions for pediatric draws
- Pink stickers indicate the weight of the infant for us to determine maximum volume of draw within a 24 hour period

5. Sarah Sibbeston Relief MLA

- Successful candidate for the relief MLA position
- She will begin October 16
- She will need to be re-orientated

6. Nigel (DI Clerk) Training in LOP

- Nigel will begin his laboratory LIS training week of Nov 3.
- He is scheduled to work the lab entry shift for most of November

7. Myles and Alexa Training

- Myles and Alexa are both training
- Alexa scheduled Monday to Friday 8am-4pm
- Myles scheduled for Monday to Friday 12-8pm

8. Dress Code

- Hair should be tied back
- Scent free policy
- Please refer to Dress Code Policy for more details

9. Eye Protection in Droplet Precaution Rooms

- All collection carts are now stocked with 2 pairs of goggles

10. UCHL collection containers

- UCHL collection kits are on back order
- There is no ETA currently on when we will get more