

Core Laboratory Weekly Meeting
14 April 2021 (Wednesday)
Start Time: 1113 h
End Time: 1120 h

Attendees: Ren, Amelia, Theresa, Bayo
Regrets: Erin, Jeff, Kaylan, Amy
Recorder: Amelia

I. Instrumentation Update:

No.	Topic	Author	Discussion/Action
1	OCD supplies order	RR	<ul style="list-style-type: none"> The OCD (Vitros5600) reagents, calibrators, controls, and disposables were already ordered on Monday, April 12th. It's a bulky order and organize the shipment when it arrives.
2	Radiometer supplies order	RR	<ul style="list-style-type: none"> The ABL90/837 reagents, controls, and other supplies were ordered.
3	TM Forms to be completed	AR	<ul style="list-style-type: none"> Amy handed in some TM forms to be completed Based on March schedule, I wrote the possible staff name(s) who can sign them (see forms).
4	EQAS update	RR	<ul style="list-style-type: none"> Our EQAS are all updated except for Hemoglobin A1c and Cardiac Markers program as we are waiting for the shipment. Thank you for all help.
5	Sysmex and Coag supplies	RR	<ul style="list-style-type: none"> I will do an inventory today for the Sysmex reagents as to avoid confusion in the stores (basement). Also, either today or tomorrow, I will check the inventory of our ACLTOP350 instrument.
6	Chemistry white plastic cups	RR	<ul style="list-style-type: none"> There are some concerns that the white plastic cups we are using to cover our tubes in Chemistry were not ergonomically useful. Theresa and Bayo informed Elwood to order a different type of cups.



II. Policy Review:

No.	Topic	Author	
1			
2			

III. Staff/COVID-19 Update:

No.	Topic	Author (s)	
1	Med Lab Week	RR	<ul style="list-style-type: none"> • Happy Med Lab Week (April 12-18, 2021) • We have some refreshments between 1300-1700h at the DI Conference Room.
2	Reactive Curve Session	RR	<ul style="list-style-type: none"> • Reactive Curve Session for the ACLTOP350 will be today from 1300-1400h at the DI Conference Room. • We will record it if you cannot come.

IV. Suggestions:

No.	Suggestions	Author(s)
1		