

Core Laboratory Weekly Meeting
30 June 2021 (Wednesday)
Start Time: 1130 h
End Time: 1145 h

Attendees: Bayo, Amelia, Ren

Regrets: Theresa, Kaylan, Jeff, Amy, Erin, Cynthia

Recorder: Amelia

I. Instrumentation Update:

No.	Topic	Author	Discussion/Action
1	Microscopes repair updates	RR	<ul style="list-style-type: none"> • Marcus did maintenance on four (4) microscopes. • One of the issues of the microscopes is the 50X oil immersion – the oil went inside the immersion. • Please wipe with Kimwipes when done reading your smears to avoid the same issues again. • Microscope tag #00702 (covered with blue coat) is not good to use as it's waiting an LED bulb from the manufacturer.
2	Microbiology CSF sample during on-call	RR	<ul style="list-style-type: none"> • If you received a Microbiology CSF sample when you're on-call, please plate it and prepare a slide(s) for the Gram's stain; do not stain the slide(s). • There's a kit in Microbiology for the procedure if you are not sure on what to do. • Please don't call the Micro on-call staff unless the referring physician needs the Gram's stain to be read.
3	Extended validation of the ABL90s and ABL837	RR	<ul style="list-style-type: none"> • Yesterday, Sandy, Wanda, and I had a meeting regarding the extended validation of the blood gas analyzers. • If I need your help, I will let you know as I am aware that we're almost always understaff and it's so busy in the lab; also, some staff may be sick or on vacation.
4	Plasma thawer during on-call	RR	<ul style="list-style-type: none"> • During brown/black outs in the lab, please ensure to "turn on" the plasma thawer when the electricity comes back in the lab. • The digital thermometer was not working again.

			<ul style="list-style-type: none"> We will try to solve this issue.
5	Core lab supplies	RR	<ul style="list-style-type: none"> As an MLT in the core lab tech, please let me know if we are running supplies esp. in Chemistry where Versatips and electrolytes reagents were almost done until Amelia mentioned to me that we have only two (2) boxes of each Na⁺ and K⁺ reagents for Vitros5600. Also, if you see some other reagents or supplies need to be ordered, please send me a note in my office or an e-mail will do. We almost missed the versatips as I did not hear from anyone that we need some. We used a box of versatips per day.
6	Hematology – missing morphology	RR	<ul style="list-style-type: none"> As I was reading the Hema slides this morning from yesterday samples, I found out that a patient (D.D.) had a missing slide for morphology. The result was verified and a comment was added to recollect a new sample as the sample was >4 hours old to make a slide for pathologist referral. Please check your work center pending.
7			

II. Policy Review:

No.	Topic	Author	
1			
2			



III. Staff/COVID-19 Update:

No.	Topic	Author (s)	
1			
2			

IV. Suggestions:

No.	Suggestions	Author(s)
1		
2		