

Laboratory Staff Meeting Minutes

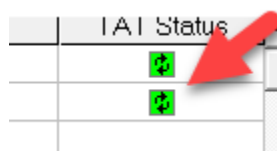
July 28, 2021

12:15 to 12:45

Present: Laura S, Solomon, David and Laura G

1. TAT for CXWDS:

- One of Laura S tasks is to do quality indicators. These are part of a quality system that are used to measure the performance of a duty in the lab
- She is going to start looking at the turnaround time for superficial wounds as a quality indicator
- The turnaround time should be 48 to 72 hours
- Will be measured monthly to monitor this
- Always try to think ahead when doing wound cultures as everything takes a while in micro. Things like purity plates that might be needed, always plan ahead
- There are turnaround time indicators on each order to let you know the status:



TAT Status
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- Green means status is on time, yellow means getting close to over time and red means sample time is greater than the acceptable turnaround time

2. New lot number stickers:

- Laura S found other examples of the new lot number sticker being ripped open but the new lot number was not made active in TQC
- This has come up multiple times, please ensure this is done

3. Ordering competency samples:

- The samples we receive are:
 - CMPT: Microbiology, C.diff, water and AFB slides
 - CAP: BV, Flu/RSV and COVID
 - QASI: COVID
- We order CMPT samples in the LIS for CMPT but Laura S would like us to start ordering all competency samples in the LIS

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- Chantelle will be making wards for the other locations but until then just use CMPT
 - Use sample procedure used to order CMPT samples using the information from the sample
4. Roundtable:
- No one had anything