# Specimen Control Staff Meeting

Wednesday, April 10, 2024 (14:00-14:30)

## Attendees:

Jocelyn MacDonald, Vanessa Jaramillo, Ryan Alexander, Pearl Martin, Kaitlyn Simms

Carolyn Russell

## Discussion Items

1. Laboratory Outpatient Booking System – Starting on Monday, April 15, 2024, we will be implementing a booking system for Laboratory Outpatients. This will be done through Excel until the online version is rolled out later this year. This will give us an opportunity to ensure that we are meeting the needs of the public before we build the new system. Jocelyn will be doing the bookings until the Summer Students can be oriented and trained. Bookings are only going to be for the STH collection site currently.
2. We may be getting the keys back for the YPCC collection site in the next few weeks. We will update when we find out more about the progress of the remediation.
3. Public Health will be sending some nurses to do phlebotomy training at the outpatient collection site on Wednesday. There will be one in the morning and one in the afternoon.
4. The DynaLife ordering portal is transitioning to the APL ordering portal. The forms have been sent. The Spectre platform is also transitioning to APL. Jaime and Pearl have been set up in the test environment to ensure it works before we go live.
5. Glucometer training – please ensure that you are current in your glucometer training. There are some discrepancies between the MyLearning system and the POCT program. The POCT program training dates are the source of truth. You will not be able to log on, run controls, or perform patient testing unless POCT has your up-to-date training records.
6. Please let your supervisor know about incorrectly completed requisitions. If the wrong doctor code is used, call to confirm prior to entering if it is obviously wrong (Hay River doctor ordering from STH, etc.).
7. We are currently performing our quarterly fax confirmation for our main fax machine. Please put any confirmations you receive in the holder on the supervisor office door.
8. Emergency Planning – the next plan to update is the LIS downtime plan. Please bring any suggestions forward for processes that would be helpful in the event of a critical LIS failure that continues for longer than 48 hours.
9. The staff indicated that posting a vacation schedule would be helpful. Carolyn will work on this in the next couple of weeks for posting on the Specimen Control board by the BSCs.
10. Quantiferons – we have seen an influx of rejected samples for this test. In conjunction with APL it was decided we will be doing the following for the next 2-4 weeks to see if this resolves the issue:
    1. Collect MRQUA using the largest gauge butterfly possible to ensure the tubes fill between the fill lines (not over). You will need to evacuate the line before collecting the MRQUA tubes.
    2. Incubate the tubes in the Microbiology incubator – do NOT use the heat block in the BSC. If this resolves the hemolysis, we will purchase an incubator for the Specimen Control area.
    3. Centrifuge using the #4 Quant setting.
    4. Complete the sticker and attach it to the manifest. Ensure all dates, times, and activities are completed (including the ice pack). Photocopy the manifest with the sticker on it and put it in the MRQUA Binder by the front copier.
11. Staff meetings will take place on Wednesdays at 14:00. Please plan to attend. Minutes will be posted on the Specimen Control board and through MTS. There will be an area on the board to add topics for the next meeting. There will be no meeting next week as Carolyn will be away.
12. Happy Lab Week!!!