# Specimen Control Staff Meeting

Thursday, May 30, 2024 (14:00-14:30)

## Attendees:

Ryan Alexander, Jocelyn MacDonald, Kaitlyn Simms, Vanessa Jaramillo, Janina Bondad

Carolyn Russell

## Discussion Items:

1. The LIS team has asked that we review the labels that are required for some of the send outs. Please let Carolyn know of any required changes.
2. Also, ensure that labels are ordered using the correct order code in SAM. The correct code is #2461 Duratherm III Barcode Labels. Please order 16 rolls when we get down to our last 8.
3. Please ensure you respond to the shipment confirmation emails when you receive coolers from the communities. Specifically, Inuvik has stated they have not been consistently receiving these confirmations.
4. Please enter the full name of MISC tests being referred to AHS. Carbohydrate-deficient transferrin should not just be ordered as CDT. It has been referred out 3 times and the correct test has yet to be run. Pilots require this test to renew their licences.
5. iSTAT test cartridges are being distributed from us to the referral sites as part of fire contingency planning. Please let Carolyn or Lisa know if someone signs out these cartridges.
6. If 2 microbiology orders are placed on one requisition, there needs to be 2 separate LIS entries. For example, a urine culture and blood cultures cannot be the same LIS entry.
7. Pathology samples (not including Paps) need to all be entered in the LIS, even those from the communities. Staff indicated this is causing delays getting the specimens ready to be shipped out. This will also cause increased workload for receiving back reports.
8. BBQ tomorrow!!! Make sure you come to the cafeteria for the celebration of 5 years in the building and the opening of Łıwegǫ̀atì.
9. The new ECG machines will be rolling out next week. Check your email for instruction, job aids, and ordering information for the new supplies.
10. Pending referred – Once we catch up on the reports, we need to start working on the pending referred list. The new summer students will be able to assist once they are trained.