

Core Lab Meeting Minutes

December 19, 2024
Time 1140-1200

Attendee	Present?	Attendee	Present?	Attendee	Present?
Lisa(Recorder)	✓	Amelia		Jolina	✓
Amy		Jobelle		Cindy	
Theresa	✓	Hanna		Bri	✓
David	✓	Uswald			

- Cancel Comments- Just a reminder that there are lots of Cancel Comments preprogrammed into LIS, and it is always good to have a look to see if they are ones that are suitable for your situation, or if you just want to give more information
- Referred Out Testing- Just a reminder that if you are referring out a test, that we do here, to APL make sure you redirect the sample/test. This is the only way Specimen Control will know it needs to be sent and will allow them to create a manifest. Please just do not place it in the fridge or freezer before completing this task.
- Reconciling reports- Thank you so much to everyone that is helping the MLA's entering reports. Just a reminder that the reports for Outpatients do not have to be saved, they can be shredded once they are entered, only Inpatients need to be kept for distribution.
- Sample stability- Please ensure we are not reporting any analytes that are past their stability. Recently a CO2 had been resulted on a patient sample that passed the 3-day mark.
- New Lot of Innovin- Please let me know when the new lot of Innovin is started as there is a minor change to the Reference Interval provided by APL. Once we switch, I will have LIS change the RI.
- Paid Parking Stalls- Please do not be unplugging any vehicles that are plugged into these stalls. It has been brought forward that Dexterra vehicles are being unplugged and have sticky notes placed on their window telling them to park elsewhere, even though they have the parking permit. It is the job of the security team to monitor unauthorized vehicles in the paid parking stalls, if they are not supposed to be there.
- Blood Cultures- Just a reminder then when you receive blood cultures, please enter them and place them on the Bactec. Please do not just drop them off for Micro. There are times when we are extremely busy, and we can ask the Micro techs if they can assist us. As Theresa said communication is key 😊
- Calibrations- Few tips for calibrations, first being to ensure you are not doing too many in one day, try limiting to 3-4. To help, try and prepare paperwork ahead of time so the day of calibrating you just have to fill in the numbers. Ensure you are attaching the correct calibration print out to the matching Cal paperwork, this is especially important when you are calibrating multiple GENS's of the same analyte.

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- CAP Surveys- We received a survey today and staff were not sure about how to handle it so it was suggested to have some info in the meeting minutes so people were aware. When you open a CAP survey you first have to use the temperature gun to take the temperature of the samples, you will then write this temp, the date received and your initials on the front page of the instruction booklet. Also, on that front page it will give you the proper storage requirements, please look at this so the samples get stored in the proper place. Some will also have a timeline for testing, ie the Hemocytometers must be run within 3 days of receipt. If something states it should arrive frozen, but it has thawed, let me know right away, I can contact CAP and ask for replacements samples if there are still some available. Some samples can also arrive thawed but need to be run within a certain time frame. There is an SOP written but it needs some updating, but it does tell you how to receive the packages and also how to enter them into LIS. If people want, I can make a copy of the SOP to hang in the Core Lab, just let me know.