

Core Lab Meeting Minutes

Oct 1, 2025

Time 1400

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

- **Payroll-** I will be away at the end of the week on Medical Travel, so I am requesting everyone has their pay in by lunch on Thursday. Anything entered after that will be on the following pay.
- **Code Silver-** Please review the new policy, it has been added to MTS for your review.
- **APL Requisitions-** There is a new procedure where we will accept requisitions from Alberta Doctors. Patients will no longer have to go to a physician here to have them transcribe it onto one of our requisitions. For samples arriving from the CHC's they simply just need to be placed in the cooler for the next shipment to APL. For reqs within our facility, they will need a Medpatient encounter and entered in LIS. For the Medpatient part you can ask them for their family Doctor if they don't have anyone you can just pick any doctor. The order code is ABREF, this will produce labels for you to place on your tubes. These reqs will be scanned into LIS as well, then send the Original req with the samples. The order will also automatically final receive the code in LIS so no reconciling it after. If a patient wants their family doctor to be added to the requisition, we will have to manually enter all information on the requisition so APL will have it, we will not enter it into the LIS. Please let me know if you notice any issues.
- **Temperature Charts-** It looks like everyone has completed the fridge Maintenance as per the new checklist Uswald created, which is great. However, we also need to have it marked off on the Temperature charts as this is what accreditation will look at, as this is the formal approved chart.
- **Lisa Away-** While I am away Amy will be the responsible person for Core and Jaime will be the responsible person in Specimen Control.
- **Patient Safety Week-** This will occur Oct 27-31, there will be some different activities going on so be on the lookout. One of the activities will be Team Jeopardy, letting people know ahead of time in case they want to create a team and try to win some prizes!