

**TRAINING UPDATE**

**Lab Location:** SGAH and WAH                      **Date Implemented:** 11.19.2012  
**Department:** Blood Bank                              **Due Date:** 12.15.2012

**DESCRIPTION OF PROCEDURE REVISION**

<b>Name of procedure:</b>	
Management of Data Entry Errors in the BB	
<b>Description of change(s):</b>	
Updated Appendix A which lists the employees who have access to edit the BAD file: <ul style="list-style-type: none"> <li>• Removed Rowena VinceCruz and replaced with Poan Wang</li> <li>• Removed David Singh</li> </ul>	

**EMPLOYEE SIGNATURES**

I have read and understand the procedure described above:

Name	Signature	Date

**Appendix A**

**Employees with LIS Security to Edit the BAD File**

**Utilize the following individuals first:**

<b>Name</b>	<b>Primary Location</b>
Stephanie Codina	WAH / SGAH
Maria Morris	WAH
Poan Wang	SGAH

**Utilize the following individuals if none of the above are available:**

<b>Name</b>	<b>Primary Location</b>
Anne Rienks	SGAH
Sarah Delinger	SGAH
Marie Sabonis	WAH