# Hematology Lab Weekly Meeting

# Meeting Minutes

June 16, 2016

* Just a quick reminder for everyone to take the Beaker refresher training.
* Let’s welcome Kristin to the team!
* Donna has reviewed QC and it appears there are many holes in urine QC as of late. There are 3 parts of urine QC which need to be completed on all shifts. 1.) QC run on Atlas and posted. 2). MUA( confirmatory tests)- automatically ordered and needs to be posted between 7-9 am for days, 3-5pm for evenings and 11pm-1am on nights. If not it is Overdue. 3) Manual dipstix( Clinitek)- tech needs to order that part in TQC for MUA-1 and MUA-3 and post. Remember if you are the visiting tech on the evening shift, complete all QC. CAP can review our QC when we are inspected so incomplete entries would be hard to explain. Also manual fluid QC needs to be completed for all 3 shifts.
* Evening shift Coverage- All day staff needs to sign up for Round 3 forEvening coverage. Mike will be away for 3 weeks so there will be a greater need to cover evenings. Please sign up by July 1 or you will be assigned with those most due first.
* Parveen sent an email in Outlook and in Soft to everyone regarding new procedures and reference ranges. If anyone has a question, please see her.
* Please try to keep an eye on the bone marrow kits. We need to re-stock them. YPB still needs 15 kits a week. If you see there isn’t any, please tell a supervisor and they will assign someone to do it. If you have any questions on how to do the kits, please see Beth D.
* The phone number for TEG is 200-LABS inform caller to forward to the Hematology Lab. If there are any questions regarding TEG interpretation, please direct them to Dr. Rinder, the residents are not fully trained on that yet. If no test is ordered on the TEG slip, do both tests.