# Hematology Lab Weekly Meeting

# Meeting Minutes

July 28, 2016

* If you have a problem contacting floors (either no answer or “this user unavailable” message) call IT help desk We had a situation where we got an error on the phone that said “this person is unavailable” and even though this is a phone issue we called the Help-desk and they fixed it.
* Starting the fall there will be a switch to the new ID badges with the new logo.
* There are few signatures missing in the sign-off sheet for the Fire Safety. Please sign it. The Fire Plan is different from the Fore Safety. Pat is waiting for some people to respond also.
* The specific assignments for this weekend are posted on the magnetic board.
* We are working on food delivery for this weekend. The department will provide food for us on Friday evening, Saturday morning and lunch. This food will be located at the 2nd floor. Dr. Rinder will provide us with food for Saturday evening and Sunday morning and these ones will be delivery to us. Feel free to bring things to snack on—baked goodies, chocolate, etc. Anything to cheer you up.
* When we go live we are going to have 1 person at a time on the XN for the CBC’s and a 2nd person to do the Diff’s on the Cellavision or will be overseeing the instrument if there are any issues and do miscellaneous. We will be doing more training after the go live date including the new staff. If you have any concerns/questions, contact Beth D.
* Kelly will be available to help the special heme people if necessary.
* Natalie will be here also to help anyone needing help with the Cellavision.
* There will be a lot of help this weekend. Mark and Chumpy will be here to help also the command center will be at Hawley Lane but they will be reachable if anything is needed. Remember that patient safety is 1st so any of these issues need to be addressed immediately. We will have support in all areas at all times.
* We will not be verifying QC in Beaker for Routine and Special coag tests until further notice.
* Qc in Beaker – you do everything the same but the displayed range that you see for acceptable values is only for 2 standard deviations. If you run the QC and the numbers that you see displayed are out of range it may still good. The way the number are displayed in Beaker are only 2 sd levels. If you see that doesn’t match but you still see a green check it’s fine. Any questions please addressed them to Beth R. or Denisa.
* Beth D. found an issue while training with WAM, there was a white count that went out as 0.0 which would be incorrect. What you have to do is go into WAM before you release the results and enter less than <0.1. Always make sure to do this at all times. It may not happen too often. If you have questions, please ask.