# Hematology Lab Weekly Meeting

# Meeting Minutes

September 15, 2016

* Pat is hoping that everyone is getting more comfortable with Beaker, Sysmex, WAM. We know that there are things to improve. Right now we need to concentrate on the downtime that is going to occur this Sunday morning at 2:00 am. The weekend team is getting ready. We had few rehearsals already. Beth R and John have helped with the procedure and process.

We might have to re transmit the information on the UF. We had some issues yesterday some of them weren’t going across. We will have extra people this weekend, we definitely will have an extra pair of hands that are going to help. Kelly will be the supervisor on the day shift. Manny and Lisa are on night shift too. Edona will stay over from her evening shift until 4:00am. We expect that things are going to be clear by the afternoon or may be earlier. As you all know this will be our first downtime after Beaker and we will have to check more closely the pendings, instruments, and if there are any glitches. Since we will have to write more information, take one’s time to make sure the info goes in correctly. The procedure will be posted.

* As we are getting used to the XN and the resulting portion we also would like to start re training or bringing to your attention the scatter plots when you are verifying some of the results. It’s an enhanced way of analyzing our data before sending out. We were used to the scatter plots from the Sapphires. If you remember on the WAM e- training, there was a section of scatter plots, platelets, etc. We will have additional training sessions in regards to scatter plots just to help everyone to have more confidence on what you are doing. For the interim it will be posted normal vs. abnormal platelet scattergrams. There was a patient who had marked abnormal morphology including schisto and spiculated rbcs. The platelet was erroneous high , where the morphology interfered with platelet count. In this case, the scattergram for the platelets was abnormal. It needed to be done manually. Going forward, we will need to look at these scattergrams and OP alerts with rbc fragments when dealing with resulting platelet counts.

Next year compensation packet –**C**ost for the full time employees will be paying 20% of the total prem**ium cost that the hospital pays and p**art time employees will pay 35%. This is related to the **federal government**. Insurance payment will be based on labor instead of length of service. No changes on dental or vision. The “Know your numbers” will be in place again next year with the same components. There will be additional way to get medications through Yale-New Haven pharmacy situation. There are 2 shops, 1 in SRC and another one in Hamden. Everyone will be getting a letter and how to access the information online there won’t be any packets, everything is going to be online. Next year instead of a lab deductible there is going to be a co-pay in the basic laboratory services. The Flu vaccination is going to be free but mandatory. There are still going to be only 2 reasons to decline it and those are for health and religion affiliation reasons. There are still be counselors in the living well program for chronic conditions and the focus this year is in diabetes and pre-diabetes. MD live sent some cards in the mail please discard those, those were sent without the hospital permission and also the wrong website is listed. Soon you will receive the correct ones in the mail. There is a new voluntary program called “Hospital Indemnity Insurance” that will be a new covering the hospital out of pocket expenses. The hospital will cover 80% and you will be responsible for the other 20% and this new program will cover that. For the life insurance it will not be necessary to pay for supplemental insurancefor yourself in order to add a spouse or dependent.

Open enrollment will run from October 24th at 8:00 am through November 18th by 5:00 pm, 4 weeks. There will be no correction period this year.

The PTO enrollment is from November 21st though December 16th, 2016.Pay attention in your PTO accrued and check if you have too many hours. The PIP payout date is December 8th, 2016. There are no percentages yet.

* HPCA samples – In many cases, we get limited volume for these samples. We should do a dilution before we run it on the XN so we don’t run into the problem of not having enough sample. Those are clinical samples and patients are waiting for stem cells transplants. They should be handled as stats.
* Verified Result reports need to be called when doing stools tests as before. Worksheets should be stapled to the verified reports.
* For special coags tests add-ons requests – if you have a coag tube for PT, PTT (less than 4 hours old) you can accept the add-ons request. Spin the sample for another 10 minutes, make aliquots and freeze it. If it says more than 4 hours, please do not cancel the request. Check the history of the patient. Copy and paste the MR number in the specimen inquiry, if you see that the some of the special coag tests are already done, please do not accept that request. Leave a note saying “this sample may be is in the freezer” and special coag area techs will take care of it.
* For the chemical waste please use the small empty XN containers those work better when we are discarding them in Biohazard storage. The big ones are too heavy to lift.
* If there is a fax for special coag tests add-ons request, please give it to the Special coag area. If you get any add-ons fax in the off shift, leave it at Parveen’s desk.
* We have the suggestion box. Please write your ideas for rewards you would like to see.