# Hematology Lab Weekly Meeting

# Meeting Minutes

May 25, 2017

* The Arkray seems to be working well. A few reminders:

1. Only add one bottle of sticks at a time on the analyzer. ( Click Consumables > Test strip> wand bar code> Execute)
2. CHM QC is always run after a new bottle is put on analyzer.
3. After running QC, need to document. ( Click Controller > Consumable Log> QC ok and your initials)
4. Do not take strips from one analyzer to put in another. Let each bottle run out. No topping off.
5. Every Monday – both Arkrays need S.G. well cleaned with bleach- See procedure.
6. Also we are still checking every Monday, 5% Nacl on digital refractometer

* Another reminder: The blood testing for Know Your Numbers began on May 15. Even if this is completed, there is a $350.00 credit to the cost of health insurance.
* Details to follow, but a more formal process for documenting results across to the EMR after computer downtime or maintenance will b put in place.
* Any ideas for Lab Week 2018 please let Natalie know, same for 2017 Christmas Party. If anyone is interested in joining committee also let Natalie know.
* PFA weekly normal control day will be Tuesday. If there is an aggregation (or a normal control for aggregation) that should be analyzed as the normal control. If there is no aggregation, a normal patient came be used as the normal but needs to be run on both instruments.
* Good job entering instrument problems onto problem log. If you see problem recently entered in log let a supervisor know.
* Starting, Thursday, June 1- we will be starting to use the new logs for Urines and Fluids.