*Hematology Lab Meeting.*

11/09/2017 @ 10:00 am

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| Present: | **Patricia Gelineau, Donna, Beth and Natalie.** |

Announcement:

* The off-site Smilow facilities will be making a courtesy call to the lab when they are sending specimens for further or confirmatory testing.
* There is an open Forum by Rick D’Aquila for YSC on November 17th at 1 p.m. in the Harkness hall near the medical school on Cedar Street across from the clinic building.
* The main topics will be-

 -High reliability organization

 -Nick Proto will talk about security

 - The IT progress that has been going on in the hospital.

* We are celebrating 5 years of Yale-New Haven and Saint Raphael becoming one (Founders Day). I have posted some tickets on the magnetic board for you to take and you can get a cupcake or ice cream or something healthy from the cafeteria it'll be going on from November 8th to November 17th.
* Denisa will be back to work on December 11. She now be part time and working evening weekends. She is going to be giving up her position as a coordinator in special heme. She will maintain the MedTech B status. She will be helping out during the transition with the regulatory task that needs to be done for New York and the state.
* We suspect the New York inspection might be at the end of January ( Jan. 30-Feb.2) due to the availability of Dr. Rinder and Dr .Peaper. The CT inspection might be the last week of November just a heads up be diligent with the logs and filling in all the spaces in the temp chart.

Donna-

* FYI- Filtered Bone marrow from the Stem Lab is ok to run on the XNs.
* A new schedule has been posted. There are a few OT evening shifts available for the week of Thanksgiving.

Beth-

* In the benefits selection if you want to pick Aflac insurance you have to go to the voluntary benefits page and that's where you select it.
* The self-assessment or self-performance review - Go under the ESS page, log in, click career then click last review select copy and add a new review after filling it out click done and a copy will be sent to Pat. This needs to be done 30 days prior to your review.

 Natalie-

* Med Lab Christmas party is December 12th downstairs on the 2nd floor.
* We will need people to help set up the decorations and the room. as well as volunteers for Christmas shopping and as well as gift wrapping. The gift wrapping will be done December 20th.
* We will be asking for donations for Adopt a family fund again this year. Will be looking for volunteers for Christmas shopping and gift wrapping.
* Donations collected will be then divided up to purchase gifts for each family.