***Hematology Lab Meeting.***

*4/19/2018 @ 9:00 am*

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| *Present:* | **Patricia Gelineau.** |

Announcement:

Current student Maggie will start in June for one of the evening shift positions.

There's a Lab week potluck signup sheet for next Friday on the board.

Remember to take the employee engagement survey. Check your emails for the link or you can check on the Intranet for how to fill out the survey.

We should start making smears on BH bone marrow aspirates the same as we do for Greenwich Hospital, including smears for pathology.

Use RL Solutions to report a safety events. Anything that is mislabel, not taking critical calls, missing a shared specimen document Etc. The information could be put in anonymously. It's essentially to improve patient safety. These will be evaluated to note trends or areas where improvement s can be made.

When there is a non-fire drill fire drill we need to follow the procedures of a regular fire drill. Everyone evacuates elevator vestibule where attendance is taken, we wait for the all-clear from the investigators and if it's in case of a real fire we may all to leave the building and meet up in the Pfizer's parking lot where attendance will be taken against schedule. Before complete evacuation someone needs to knock on the doors to alert people in their offices. And also two people need to stay in the stat location if you don't see fire or smoke to continue processing specimens unless told everyone needs to evacuate (coags and cbcs of the stat locations) also keep in mind that the HVAC goes off when there's a fire drill or fire and the temperature could affect the instruments. So check the instruments when you get back to the labs to make sure everything is functioning properly.

MTS- Beth will be creating a new competencies for it which could be an oral or written exam.

National Lab week is next week the schedule is posted for activities and events that are going to take place during the week.