***Hematology Lab Meeting.***

*9/13/2018 @ 8:30 am*

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

Announcement:

* Infor training available. Make sure you go in and start your schedule training. The training will remain available after the go-live.
* The flu vaccine posters are out. The deadline to receive your vaccination is December 1st. If not done the termination process will begin, you have the whole month of December to get it done. Actual termination will start January7th.
* FYI- During the last 3 days of Know Your Numbers, 1300 employees got their fingers stuck. We're hoping by the end of all of that we are able to reach the PIP goal.
* We are thanking Claire and everyone that contributed to the engagement survey discussions. One of the suggestions was to update the bone marrow set up station it is now closer to all the workstations. The TEG station might also be moving closer to the front where old Fluid Sapphire was.
* The IL Coag instrument- many groups were able to go to the presentations. We are still looking at other manufacturers and will be making a decision as a whole lab system on what Coag instrument will be the instrument of choice.
* The Quality Management Group has been looking into the compliance rate of < 30 mins for critical calls to be made. We just received the first report which is broken down into Coags & Hematology (CBCs). The overall compliance rate for Coags was 94% and for CBCs was 67.3%. It is important to document in the Comm log all calls and attempts especially if there are delays in reaching someone to take the call.
* We have a new morphology book for hematology, located with all resource books.
* We have implemented a new position of a “Float.” This position is to assist in all busy areas.
* A question was posed should we make an XN 1 or XN 2 or should we split responsibilities with the two people working in that section? It was brought up that some people felt they're doing bulk of the work. Most felt that the 2 individuals will figure out the responsibilities among themselves. We will bring this up again for discussion to monitor the progress.
* Happy Birthday to the September birthdays. We will have cake to celebrate on Thursday, Sep.20.