***Hematology Lab Meeting.***

**9/27/2018 @ 8:30 am**

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

Announcement:

* David Strongin will be having several meetings today on Staffing, recruitment and retention initiative on Friday (tomorrow). The times for the schedule are posted on the board.
* There will be new instrument demos for coag instruments in October. The Siemens/Sysmex 2500 will be at YSC date TBD, and the Stago instruments will be at SRC.
* When we get new students or new employees, during the course of their training they are to remain in the location where their training. Take the opportunity to show them previously resulted slides aand/or specimens. Maximize their training in that area or location. Also when training in a specific location make sure to discuss and train the trainee all the test procedures associated in that location even if you do not have requested test. They need to see and learn all testing elements of area.
* Just a reminder, Infor starts Monday October 1st. eventually everyone will use the new system so it is good to become familiar with it.
* Please check the expiration date on the Barbicide solution when you set up an instrument. If you prepare a new barbicide, put a new label on with preparation and expiration dates. Labels are in the drawer under BCSXP-2 instrument otherwise you can find them in the special coag area and also make sure to log it in the L Drive maintenance log. Always put an open and expiration date on Saline, 70% alcohol and Nerl water bottles. They are good for one month once opened.
* Please always put the open and expiration date on the saline bottles. Bottles that are used daily should always have an open and expiration date. This is applicable for all lab areas and is a regulatory requirement.
* When we receive a sample with special coag tests ordered from a different locations and label has only special coag tests ordered not auto reflexed PT/PTT tests. Before adding PT or PTT tests, please go to patient inquiry and check that if tests are already done in different lab. If tests are already reported on the sample with different order number but same collection time, do not add the test or tests.
* Oil bottles – This is a work in process, finding the best small oil bottles to utilize. The current type are problematic.
* Please disregard the “Unacceptable Specimen and test time limitations” that went out in Ellucid. The coagulation test time limitations are not correct.