***Hematology Lab Meeting.***

**3/21/2019 @ 9:00 am**

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| *Present:* | ***Pat Gelineau*** |

Announcement:

Recruitment has been to be doing a better job at facilitating new hires. And we are hopeful for more applicants.

 Patient satisfaction surveys has been on the decline because the hospital is at capacity and the lack of sufficient staffing may be affecting all areas. In general, over time coverage is high.

The corrected reports and critical reports we receive every week is basically an informative tool for us to improve our system and improve on areas that need it. Make sure to document in a communication log for critical call results as well as notify caregivers of amended reports.

For those of you that haven't taken the training for the Hazardous waste management yet, there's a power point that you can access on MTS. There will be a test to take and a sheet to sign that you have completed it with the date and your signature. A folder with all the paperwork will be to the right of Pat’s door.

TAT- Our average fluid turnaround time is actually under the lab’s stated 60 minutes. So everyone is doing a great job here.

Here are 3 departmental competencies on Ellucid that have been assigned to all staff to complete: hemorrhagic fever, critical call, and the performance improvement plan.

Next week is the CAP inspection. Just make sure to follow our procedures, make sure labeling is complete on all reagents and the logs are signed off in all areas.

If there are any sign postings on walls that are not up to date let a supervisor know. Only notices with the current year are acceptable.

There is going to be an epic upgrade on Sun. April 14, 2019. This upgrade will be mostly a cosmetic upgrade. Upgrade competency directions are on MTS. Follow the instructions to do the upgrade and sign off.

If you get questioned by a CAP inspector about what you are working on, answer only the question they ask and if they want copies of procedures please notify a supervisor. It is perfectly fine to consult procedure manual when answering questions. Also no cheat sheets in your pockets to consult. Please wear clean lab coats, have ID badges on and long hair pulled back.