***Hematology Lab Meeting.***

**11/12/2021 @ 9:00 am**

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| *Present:* | ***John Errico*** |

Announcement:

Great job everyone! We had a good inspection from CAP. We only had one minor correction we need to make regarding a procedure for spurious retic counts.

When filling out the problem log- make sure to sign your initials. Reminder; if even one point is out on QC. in all areas of the lab. It needs to be noted in the Problem Log and corrective action recorded. If 2 consecutive points of QC are out, troubleshooting needs to begin and corrective action procedure followed.

Microscopes should be cleaned the beginning of each shift with lens paper and lens cleaner lens cleaner.

Our 2 new hires will be starting on Nov. 22nd.  And our students are finishing up soon by The last week of Nov.

There is a small refrigerator in TEG area now that we'll use to store reagents that are currently being used. And we still keep the larger supply in the Rear Walk In. The current thermometer we use is the one to use for the temperature check since it is calibrated. We are not using the one on outside of the TEG fridge yet.

 For the **holidays,** we are trying to think of different ways to celebrate as a lab with some fun activities. We are going to have a Secret Santa if you're interested in participating. The deadline to join is by end of next week. Before Thanksgiving, we'll select the names so you can plan on your gift. We are thinking of setting a $10 to $15 limit to spend.  Something small to show appreciation. Another suggestion was an ugly sweater contest and a group lab photo. Of course, food will be involved. Maybe cookies, bagels, donuts, coffee and hot chocolate. We might have a candy jar guessing game. We thought to use our excess white Covid bags as pseudo stockings. Everyone can decorate them and the best will win. We will display them around the lab on the ledges around the lab. Feel free to add little gifts along the way.

**Note: For BM smears- Make sure we are sending the right smears to Flow and Surg. Path. Surg. Path. mentioned that they did not receive their unstained smears.**