**Weekly Updates**

**February 21, 2013**

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| Test | Description of Change(s) | Affected Individuals |
| Afinion ACR Instrument Error Log | There is now an instrument error log kept on a clipboard near the instrument. Please record the information on the clipboard each time an error code occurs on the instrument. See Denelle if you have questions or need clarifications | Bench Techs |
| Moved! | The clipboard to record volume and duration for 24 hour urines has been moved. It is now stored in the file box in sendouts. Also, the yellow stickers to put on patient containers (Start, End) are found in the file box with patient directions at the front desk. | All Staff |
| Patient Instructions | Kiran is working hard to standardize patient forms and instructions available at the front desk. Most forms will be kept in the bottom right drawer – ask if you need a form and don’t know where to find it. | All Staff |
| March Schedule | The March schedule is in process. We are tight – meaning that if you want to work extra hours please let Sherry or Denelle know. | All Staff |
| Sysmex | We have a signed purchase agreement. We are waiting to hear when installation will occur. | All Staff |
| TJC Inspection | We expect surveyors for lab inspection in the first week of April. The surveyors may come earlier, though that is unlikely. | All Staff |

**Procedure Additions, Updates and Changes:**

* **None**