**Weekly Updates**

**November 25, 2013**

|  |  |  |
| --- | --- | --- |
| Test | Description of Change(s) | Affected Individuals |
| HCMC Micro Flu Study | Micro at HCMC would like our Flu specimens once we are done testing. Please put them in a bag labeled – ‘HCMC Micro Influenza study samples.’ *Write the Sofia result on the specimen label.* Give the specimen bag to sendouts. Sendouts send with courier to HCMC. | Bench Techs |
| Sysmex | Per IT guidelines, the Sysmex computer now has a ***windows*** password. User ID: xsPassword: xs | Bench Techs |
| Holiday Party/December Lab Meeting | Instead of our December staff meeting, we plan to have a Fondue Potluck. The date is December 10th from 12:15-1:30 in Classroom B. A sign up will be posted soon. | All Staff |
| Secret Santa | Please draw a name for Secret Santa. Plan to buy a gift for your recipient that is ~$10. We will exchange gifts on December 10th at the holiday party. | All Staff |

**Procedure Additions, Updates and Changes:**