

Weekly Updates

July 11, 2014

Test	Description of Changes	Affected Individuals
Challenging Heme Patients	We have a clipboard in the middle heme drawer. This is to be used for patients who are challenging. Listed on the form will be the issue is and when possible, the solution for this patient will also be listed.	Bench Techs
HCMC Specimens w/ Smiley stickers	The smiley stickers on specimens going to HCMC are causing problems with barcode readers on their instruments. The sendouts person can remove the smileys from add-on and shared specimens.	All Staff
Workflow	Just a reminder, when a patient has both Lab + Radiology – take the whole folder with you. When you are done with your portion, then replace the folder with the Blue radiology folder and place them at the front of the queue. <ul style="list-style-type: none">• If you put the other paperwork immediately in a blue folder in the queue, then it signals the Radiology staff that the patient is available for them.	All Staff
HCMC Lab Guide	Please refer to the HCMC lab guide for all processing and collection directions.	All Staff
Courier Time Change	Starting July 10 th , the evening pickup time Monday thru Friday is 4:45. They should be arriving \pm 15 minutes of this time.	All Staff
Supplies &	Due to the new instrumentation, things will be moving. We will try to	All Staff

Storage

communicate the changes with everyone, but be aware that things may not be where you expect them.

Procedure Additions, Updates and Changes: