

# Weekly Updates

February 12, 2015

Test	Description of Changes	Affected Individuals
Dimension QC	Another note about QC documentation: Do not enter the QC in Unity Web2.0 if you run the wrong level(s). Repeat and enter the correct QC once you have resolved the error.	Bench Techs
Lab Office Fridge	FYI: It seems to be freezing on the top shelf. We have turned it down, but beware.	All Staff
ABNL Reaction on HIL	Please record the details of these on the form on the instrument. We need to determine the scope of this problem.	Bench Techs
Lab Folder Backup	There is a backup of the lab folder on a jump drive, for use in case of emergencies. It can be found hanging at the top of the bulletin board in the lab office.	All Staff
Alyssa	Please welcome Alyssa to the lab starting on Tuesday Feb 17 <sup>th</sup> . She will spend about 3 weeks learning the front end of the lab.	All Staff
Food in the Office	Please remember to put the food away at the end of the night in the bottom drawer of the file cabinet.	All Staff
All Staff Appreciation	On Feb 20 <sup>th</sup> the clinic will be closed over the lunch for an appreciation luncheon. We will be closed from 11:30 to 1:30 and lunch will be served at the Urban League.	All Staff

## Procedure Additions, Updates and Changes: