

Weekly Updates

April 24, 2015

Test	Description of Changes	Affected Individuals
Heme scope	Be careful when you are pulling the heme scope out of the corner to use. Do not pull it out by the long vertical handle that holds the stage knobs on the right hand side. That can get bent and cause problems.	Techs
Rapid HIV testing	We will soon be bringing in a new test. We will be using a rapid HIV test that uses saliva as the specimen. We will have to work out the details of how the specimen is collected and then get everyone trained on running the test. It is a waived test so pretty simple to perform.	All Staff
Multiple Ref Lab Visits	Remember to check if an existing Ref lab appt exists prior to creating one. It will save you time... so it is to your benefit to check. If you are unsure how to check, please see Sherry or Denelle.	All Staff
QA Database	Everyone should be using this to document variances within the lab. I can help you set up a shortcut, if you don't have one already.	All Staff
Pending Logs	Bench techs should be checking the pending logs at noon and prior to leaving at the end of the day. This is the minimum that it should be checked, and I would encourage checking more frequently 😊	Bench Techs
Transfer Pending Log	Sendouts should be checking the transfer pending log prior to sending specimens at noon and 4:30. You can check it more frequently to keep on top of your lists 😊	Sendouts
Yellow slips without EPIC labels	Just because a yellow half sheet does not have an EPIC label, does not mean that they are a walk-in... I would encourage you to look them up in the <u>Appts</u> or <u>Chart</u> first to see if they have a usable encounter. Usable encounters for NPH work include: NPH Primary, NPH Behavioral, NPH Specialty, NPH PYC, NPH North High	All Staff

Lab Coat
Laundry Bag

We have moved the red laundry bag. It is now under the Chem computer bench.
Please place your coats in this bag for laundry.

All Staff

Procedure Additions, Updates and Changes: