**Agenda- April 16, 2015 Staff meeting**

**3WH108 7am, 1430**

**Thank You Everyone**

* **Respect Privacy and Confidentiality**
* Keep patient information confidential
* Access only needed information for patient care
* Knock before you enter a patient’s room
* **HR/P modernization project**- Go live Dec 20th, 2015. Work week will be Mon- Sunday.
* **CAP inspection**- open period June-Sept. Erin is preparing the checklist and she may need staff to help with getting our lab ready for another inspection.
* **Job Postings-** Fulltime MLS 1 on evenings and nights. CLT2 position open. Roxann headed to the UW TSL!Staff interested in FTE or position changes should talk to Nina**.**
* **QA**
* 3 Blood Product Deviation reported; wrong unit issued to patient (unit found on shelf in TSL). Unit sent on Doe patient with no confirmation testing done.
* High incidence of rejected specimens.
* Trauma log audits improved to 84% compliance. Much better than last staff meeting. Thanks to Kelly who does the audits.
* See attached documents in communication binder
* **Blood Utilization-** Wastage data RBC -1, Plasma- 1, Cryo-1, Platelets- 0, 7 expired on shelf. Utilization was consistent with last year’s data.
* **Project Updates**
* **ED Fridge:** March data was promising. ED refrigerator was used for 9 patients for total of 18 products removed by nurses. Continue to QIM events and if the ED fridge urgent release card is not filled correctly and which nurses utilize the refrigerator often. ED team is hoping to use the data to provide feedback to their staff.
* **TSL staff** has brought the need to check the ED fridge every shift. We have gone live for 2months and have not seen an instance where the pager did not alarm appropriately. CLTs will now check fridge once a day and this will be part of the rotating shifts responsibility.
* **LTP:** May 2015 we should expect the LTPs back in supply.
* **Airlift NW-blood cooler project :** Go Live is May 6th. Cooler will be rotated with Boeing ALNW site
* **Microwave Thawer-** Training in progress. Go live date is 04/30/15. This is a new process; staff is encouraged to report any events that do not match the SOP.
* **Lab Week: April 20-24th**
	+ Hematology is in charge of activities
	+ Brunch and Dinner will be April 23rd- see flyer posted in TSL
	+ Service awards will be at UW this year April 22nd at 230pm. Congrats to Aubre for 5year service.
* **Safety Update**
	+ Executive Patient Safety Rounds- April 27th 11-12
		- Nina passed out an explanation of rounding with staff about how patient safety can be improved at HMC
		- While we don’t serve patients directly, we will be included in the overall improvement project since we do go to ED and patient floors with portable refrigerators and delivering products
		- Questions you would be asked might include:
			* Do you have everything you need to provide care when you need to?
			* What do you think the next patient safety event will be?
			* What quality of care issues do you think we should be working on?
			* Do you know of any “near misses”?
			* How are we doing at promoting a “blame free” environment?
* Brennan discussed sharps and biohazards as part of annual safety review. Any recommendations/ suggestions must be sent to him so that he can report to Lab Med safety. See attached documents in communication binder.

Thank you everyone for working extra hours, different shifts and keeping the work flow going. Your efforts makes TSL look great always!!!