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| HMC Transfusion Service Staff Meeting 12/17/15 |
| http://www.komencolorado.org/kdwp/wp-content/uploads/2014/10/Thank-You.jpg | *Patients are First* Pillar Goals* *Focus on Serving the Patient/Family*
* *Provide the Highest Quality of Care*
* *Become the Employer of Choice*
* *Practice Fiscal Responsibility*

Service Culture Guidelines* *Respect privacy and confidentiality*
* *Communicate effectively*
* *Conduct myself professionally*
* *Be accountable*
* *Be committed to my colleagues and to the UW Medicine Health System*
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| Service Culture Guideline |  **Respect Privacy and Confidentiality** * + Discuss patients and their care in a confidential manner
	+ Knock and/or ask “can I come in?” before entering a patient’s room.
	+ Use doors, curtains and blankets to create a more private environment when necessary
	+ Access only confidential patient information that is relevant to my job
	+ Discuss confidential organizational issues only with those who need to know
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| Hospital Update | * HMC 2016 Budget- currently at 8million deficit, fiscal year ends in June 2016. Hospital aims for revenue to be steady the next couple months
* ICD 10 – Reminder on the ICD10, do not translate ICD9 to ICD10. Enter TXDX and free text if requisitions come through with ICD9 codes. We should not be translating diagnosis.
* Employee Engagement Survey- As the ends, it is a good time to review 2015 with things HMC has done to improve employee satisfaction. This survey will be sent out next spring so start thinking now!
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| Lab Update  | * Training assistance for UWMC TSL- HMC TSL will send Max and Excel to help with training and coverage for UWMC. Schedule has been updated to reflect when they will be working at UWMC. If other staffs are interested in working, contact Nina.
* Bloodworks Regional Meeting – Blue Binder placed in lab for everyone to review. Items of interest are online inventory ordering (bloodhub) will be available which will require unique logon for everyone. We should be able to track our orders better. 7 days platelets have been approved by FDA if bacterial testing has been performed. Low titer type O platelets will be available soon.
* Doe name notifications – ED registration will notify us by email when doe name changes are performed. The checklist duties will be updated so that staff assigned to specific bench will be responsible for updating SQ and notifying floor for redraw. We hope to have a more efficient method of notification, more to come in 2016.
* 2015 Year End review – handout in staff meeting binder
* Look ahead at 2016- handout in staff meeting binder
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| QA/Blood Utilization | * PSN reviews- MTP protocol. We had two PSNs on TSL this year that had to do with MTPs and provision of the right blood in a timely manner. A reminder the trauma pack of 6,6 and 1 is always ready. When a MTP order is received, the physician must be notified of the time it will take for crossmatched blood. Staff should not hesitate to take the trauma packs when MTP is activated.
* November utilization data
* RBC-3
* PLTs-0
* Plasma- 4 outdate, 2 broken
* Cryo-2
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| Staff Round Table | 1. What are you proud of from 2015?
2. What is working best in the department?

All of the staff that was present at the meeting were happy with the teamwork that is happening in our lab. 2016 will be another big year for us and we will be looking at new ways to improve what we do. Thanks to all for their hardwork and dedication to patient care!  |

