University of Washington Medical Center   1959 NE Pacific Street   Seattle, WA 98195
02/25/2021 Staff Meeting

Morning Meeting Attendees: Jenny, Christy, Becca, Bing, Kaia, Christine, Nina, Crystal, Anel, Alyssa

Afternoon Meeting Attendees:

Agenda Item	Discussion
Staffing	Open positions: Night shift – 2 (Jessica moves to evening shift) Eve shift – 1 Day shift – 1 fixed duration (Courtney's spot) Welcome Becca to evenings

Quality	• Vision QC – Type and Screen QC is required to perform ABO/Rh and Antibody Screens (separately and as a TSCR/TXM). An ABO/Rh will or Antibody Screen **WILL RUN WITHOUT GIVING ANY ERRORS** if the Type and Screen QC is expired.
	• BPDRs – Interpretations, reaction entry errors
	    o Review vision results carefully, especially non-graded reactions (MF, FIB, CI) and NTD.
	        ▪ Reactions other than MF, 0, 1, 2, 3, 4 will cross the interface as ND (not done)
	    o MF – Look out for Vision missing MF. If the vision does not call MF and you observe it, edit it on the Vision. Make a comment in SQ if there is not the option to edit it on the Vision. Verify that ALL reactions are consistent with patient history
	        ▪ EX: APos Patient received 3 ANeg RBCs and 1 OPos RBCs. Vision reports Anti-A = 4+ and Anti-D = MF. These reactions don't match the history there should also be MF in the Anti-A. Check it.
	    o Override code MUST match the problem being overridden. Do not use a "best guess" or "close but not quite" code. Use BBR and comment explaining if there is not a code that matches the problem.
	    o Use the correct reactions and compatiblilty codes for crossmatching (LISS does not have testing at immediate spin)
	        ▪ There is no SOP for crossmatch codes and reactions. Christy will gather the information and something will come out

02/25/2021 Staff Meeting

	soon.
	o Go back to the procedures when you have questions, don't drift.
	▪ Drift is one of the reasons that we perform competency assessment. Verify that people are not drifting and correcting when it is detected.
	• Components sent to SCCA/NW – Do not have them fix it if there is a problem with the unit or ISBT label. Have them send the unit back to us and TSL fix the unit/label
	o Send the unit back to BWNW if they made a mistake on the label
	▪ EX: volume missing on plasma or platelet
	• Vision:
	o Manual review of reactions and edits to the reaction grades MUST be made on the Vision and then sent to Sunquest. Do NOT manually enter gel card reactions in Sunquest.
	▪ It is an FDA requirement that results can be traced back to methodology. Manually entered results are automatically formatted to the grid for tube testing, resulting in loss of traceability.
	▪ Vision interpretation (QMPos/QMNeg) is the only part of what is sent across the interface that can be edited in Sunquest.
Safety	• PPE supply – single mask use
	o We have moved to surgical masks being single use. Discard and get a new mask when taking break or if you sneeze and it is uncomfortable to continue use.
	• Social distancing measures
	• Lab Coats – Jenny is working to adjust our coat size distribution
	• Jenny Bendig – Safety items
	o Fire safety
	o MTP Routes
	▪ TSL routes
	▪ BB2 routes
	o Disaster training evacuation
Training	D1 EPIC login lab, training
	• No requisitions, specimen labels

02/25/2021 Staff Meeting

	○ Big changes here. There will not be requisitions for sample collection anymore. The sample label will have a place for two signatures and the CID label will be put on the sample at bedside by the person collecting it. ○ We will receive the sample in Sunquest and send it back for testing; no more relabeling - Surgery board in EPIC - DAR outpatient transfusion in EPIC - Scanning Ecode at Blood Product Issue ○ It is **CRITICAL** that the Ecode barcode is scanned into BPI during the issue process. The provider cannot document the transfusion in EPIC if the Ecode is not scanned.
Department Projects	- D1 EPIC - staff starting earlier is an option ○ Let Nina know if you are interested in starting shift at 5am - NW lab new freezer – under validation - MTP coolers, hemotemp validation ○ Coolers coming soon
Sunquest/EPIC	- EPIC update – Go Live 3/27/2021 – timeline with night shift team ○ Friday night everthing will go down and be down all night. Sunquest will come back in the am. EPIC @ 4 – 5am – everyone will be on new system. - OR board will change. It is in EPIC now. - No more future order printouts from the SCCA. ○ We will pull a report of all transfusion appointments in the next two days. ○ SCCA will release all pre-scheduled orders for the day at 5am and we will allocate all products at that time ■ Same day RBC requests at SCCA will print ○ There will also be a NW outpatient report
SOP Updates	D1- Specimen Acceptability, Order Processing, Issue, Reconstitution and Exchange SOP - Specimen Acceptability criteria will be changing - Issue process is changing - Platelet orders will say Irradiated or Pathogen Reduced ○ Pathogen Inactivation (like Psoralen and Mirasol) also acts on lymphocytes making them

	unable to replicate and proliferate. This has the same effect as irradiation; therefore irradiating a pathogen reduced product is not necessary. • New sample sticker labels will be the SQ label • SOP revision coming out for IUT and baby exchange transfusion • RBC exchange info being updated • TSCREX in D1: o Extend order will print here and we match up with sample and prints again day of surgery • Cord Blood orders will look like the ones from NW with mom's info • Will add a check to products being sent to SCCA and NW that the units are correct

Other	• Kronos – missed meals and breaks
	   o **<u>It is against Federal law to take break in the first or final hour of your shift.</u>**
	      ▪ No taking break for the last 30 minutes and leaving.
	   o Legally entitled to two 15 minute breaks and a 30 minute meal break. Meal break is unpaid, 15 minute breaks are paid. If a 30 minute break is taken then it is not a missed meal. If this is abused, the lumping of the two 15 minute breaks will no longer be allowed.
	• Remember to do the attestation – they will be auditing to verify people are doing it.
	   o You can do it two ways:
	      ▪ Point your phone camera at the code by the Kronos clock and follow the link
	      ▪ Click the Red Triangle link on the desktop name Attestation COVID-19 from any PC in the lab or clean area.
	• Vacation requests – we will be opening up for vacation requests for April through the fall (stay tuned for deadline)
	   o Take vacation if you are above the PTO maximum. You will stop accruing PTO if you are above the PTO maximum on the anniversary of your hire date. You can find your hire date in WorkDay.
	   o PTO will be blocked 1 week before, the week of,

	and the week following D1 go live. • Don't forget to do your time cards and approve them in Kronos. • Huge Thank you to staff for coming in on the Snow weekend and staying late to cover shifts! Anel, Jenny, Bing, and Christine for driving Kaitlin in. ○ Remember: we are essential staff, we are expected to be here during inclement weather so make sure to have a plan.