MCBH Lab meeting agenda

June 2024

1. Capstone courier replaced lab logistics earlier this month. Schedule is still being finalized and kinks being worked out. Since there is one central location in the lab for CP, AP & BB, a new table was purchased for incoming samples only. When samples are coming into the lab for AP, please bring them to the old micro lab so they don’t end up going on a trip back to BH (which has happened). Also, make sure everyone has access to the website and can place orders for stat pickups.
2. Reminder for all to take note of inventory and let Laura/Virginia know when things are running low. Also, it is everyone’s responsibility to put orders away-including the break room supplies.
3. PPE/personal cell phone usage is still a problem. June’s “secret shopper” reported 4/4 staff on duty (100%) had personal cell phones being used while working. Additionally, there was only 2/3 (66%) techs wearing proper PPE. Verbal warnings are going to be issued.
4. There is a 24 hour position that has been posted for a MLS. This will primarily be a day position with evening weekend/ holiday rotation. **Update- this position has been filled by Zoraida Mercado who was previously a lead chemistry tech at GH.**
5. Kenecia and Akelia’s last day is Friday June 28th and Elaf is also leaving us 6/28 to begin her career as a MLS. Congratulations and thanks to all of three of them for their hard work.
6. Beaker QC is in use for all Cepheid cartridges as well as the C dif quik chek test. Per IQCP, QC must be done on the first of every month or when a new lot is opened and put into use. All techs are responsible for this Please order QC in Beaker for this (see procedure for reference).

In the stock room (rm 158) there are additional Cepheid kits. CHECK THE LOT NUMBERS before using and if it is a different lot than what was in use, IT MUST BE QC”d.

1. Aeroscout alerts must have corrective action entered into dashboard when silencing alarm. If you do not have access to the dashboard let laura know.
2. Everyone is doing a great job with entering C dif positive pcr’s into the patient logs for the reflex quik chek but a quick audit of the DAU pH patient log has a lot of entries missing. Remember, the pH of DAU’s must be done and between 5-8 before the urines can be run on the XL’s (per manufacturer instructions).
3. There was mandatory active shooter training on 6/16 & 6/17. If you did not attend one of these sessions keep an eye out for any makeup sessions.
4. BSC, Centrifuge annual training is due now and all staff is being assigned the shipping course. All are on CT train. Give Laura certificates when completed. Also sent all techs a blank CEU sheet to be filled out for 2024.
5. Packaging & Shipping course is also assigned to all staff on CT train. Email was sent out earlier. Please try to have this completed by 8/15/2024.
6. Contract for the new Roche Pure Chem analyzers will be signed soon and construction will begin shortly after that. Milford is first to go live with this. We will have 2 super users that will go to Indianapolis for training and then the rest of the staff will be trained prior to go live.