**HEMATOLOGY   
MINUTES**

**October 2024**

DATE: 10/16/2024

PRESENT:

**Day Shift**: Louise, Dan, Susan, Hiram

**Evening Shift**: Kwame, Duc , Fei, Lisa

1. **Dates to Remember**

* **10/22/224: Go-live with customer service center add-ons**. Link to training on LMS in the Hematology folder under Links and useful information
* **10/23/2024: Caresphere downtime from 4:00-5:00pm:** CWS offline mode will not be available. Will run STATS only and fax results.
* **10/28/2024- 1/8/2024: Benefit enrollment**
* **11/1/2024: Self evaluations due-** Performance reviews must be completed by 11/17/2024.
* HealthStream’s must be up to date for review to be accepted
* Merit increases will be determined between 11/17 and 12/1
* Increase will be in the 12/19/2024 check
* **11/10/2024: Beaker upgrade**

1. **Employee Engagement Survey**

* only have results for Hem/Eve not Lab or hospital as a whole
* Working on power point- will discuss at next month’s meeting.
* Hopefully will have more info on Lab as a whole

1. **General Information**

* **CWS offline mode.** Will be adding everyone to offline CWS. I’ll send you your temporary ID and the link to offline Mode so you can update your password.
* Make sure all MD interp slides have 2 patient identifiers (Name and container number) or print a slide label. Print out results from instrument( you can run the MD interp tube offline and print out results and place a patient label on the graph),Do not use patient report.
* All first-time positive Blood parasites (Babesia, Malaria and Ehrlichia) must have an MD interp ordered. (New standardized workflow)
* Fluid splitting- trying to figure out a workflow—any ideas?

-update: CP will print extra labels and place on appropriate aliquot tubes before

Dropping off the specimens.

* Please complete the BSC and Centrifuge training by the endo of the month (9/30/2024)

BSC

* <https://www.train.org/connecticut/course/1041976/>

Centrifuge

* <https://www.train.org/connecticut/course/1073746/>