

**DIVISION OF ANATOMICAL PATHOLOGY, GENERAL HOSPITAL SITE
PATHOLOGISTS' MEETING
HEALTH CARE CORPORATION OF ST. JOHN'S
MINUTES OF MEETING, OCTOBER 4, 2005**

PRESENT: Drs. J. Barron, S. Chittal, A. Pirzada, G. Ejeckam, C. Morris-Larkin,
M. Parai, S. Parai, D. Fernandez, P. Wadden and D. Fontaine

1. CALL TO ORDER

The meeting was called to order by Dr. D. Fontaine at 10:35 a.m., October 4, 2005.

2. MINUTES OF THE MEETING FROM JUNE 7, 2005

The minutes were adopted as circulated with a motion from Dr. C. Morris-Larkin and seconded by Dr. P. Wadden.

3. BUSINESS ARISING

3.1 Update on Recruitment

Dr. P. Markala has toured the facility and we are waiting to hear as to his decision. He is currently interviewing in Alberta and we expect to hear from him before the end of the week. With this in mind the topic of surgical workloads were discussed with an agreed consensus with the group as the surgicals could be limited per Pathologist according to the number of vacant positions. This was agreed to by consensus in the meeting. A letter will be sent to that effect to Drs. D. Cook and Bob Williams.

The autopsies being sent from Clarenville were also discussed. There was a consensus that these autopsies should not continue to be performed at our site and a letter to that effect will be sent to Dr. Williams, Dr. Cook and Dr. Anwar and the Administration in Clarenville.

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3. BUSINESS ARISING (CONT'D):

3.2 Update on ER / PR Status

As all are aware the media has gotten a hold of this issue. We are still in the process of determining how extensive this problem is. In view of this discussion with Dr. Cook, he has appointed Dr. Beverly Carter as the point person for Her 2 Neu testing. With this in mind there was some sentiment from the Pathologists that Dr. Carter should review all breast cases with a back-up person to cover in her absence. A letter to this effect will be sent to Dr. D. Cook stating the opinion of the Pathologists at this site and this will be discussed with Dr. Carter as well.

3.3 Update on Pathology Assistants

In view of the problems outlined in 3.2 there has been a decision that there will be Pathology Assistants made available to standardize the gross room. The Pathologists expressed concerns about the qualifications of these individuals. A letter to Dr. Cook with copies to Dr. Williams and Terry Gulliver will be sent outlining qualifications of these individuals as well as training expectations.

3.4 Update on Daily Surgical Sign Out

This is an ongoing work. Mr. Barry Dyer has set up a provisional sheet and will be addressing this in the near future. This should also serve to streamline service and allow for easier management of the limiting of surgicals per Pathologist.

4. NEW BUSINESS

4.1 Policy and Procedure Manual for Grossing

Dr. D. Fontaine discussed with the group the intent to formulate a Policy and Procedure Manual. There will be a draft circulated shortly and specific Pathologists will be assigned to different areas. With this in mind the individuals will be responsible for certain areas of grossing. Once this has been completed the document will be re-assembled and distributed for approval from the group. This is expected to occur before the end of the year.

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4. NEW BUSINESS (CONT'D):

4.2 Resident Reporting of Cases

Dr. Morris-Larkin brought it to the attention of the group that the Residents are typing cases on their own without the use of the secretarial pool. This has created confusion as there is generally several reports included in the chart as to which the staff Pathologist may have difficulty identifying which is the most recent. From this it was agreed that the policy on Resident reporting of cases should be done through the secretaries and the autopsy should be dictated at time of autopsy. There needs to be strict enforcing of policies as well as standardization of the grossing approach to be used by Residents

4.3 Resident Evaluations

These were discussed and are submitted on the individuals in the Residents' training program.

5. ADJOURNMENT

With no further business, the meeting was adjourned at 12:10. The next meeting shall be convened on November 15, 2005.

/tc