



## MINUTES

Pathology Quality Management Committee  
June 6<sup>th</sup>, @ 10:00  
Conference Room, SCM

**Present:**

Bev Carter  
Janet Laidley  
Lynn Wade

Barry Dyer  
Lynn Morris-Larkin  
Bev Rowe

Tracy Chafe  
Catherine Parnell  
Jessica Swain

**Absent:**

Terry Gulliver

Nash Denic

Don Cook

**Approval of Agenda**

Approval of agenda deferred

**Approval of Minutes of May 2<sup>nd</sup>, 2007 Meeting**

Approval of minutes deferred

**Introduction**

B Carter opens with an introduction to the QMP Department, as we had some new committee members. It was discussed that Terry Gulliver become a consultant or ad hoc member as opposed to a full time committee member.

There was an intense dialogue regarding the roles of individual members and the focus & direction of the committee.

**Policy & Procedure Implementation / Development**

The following policies/procedures will need to be distributed for the appropriate people to review and comment. The Committee will await feedback before passing any policy/procedure.

- Gross Conference
- Discrepant Opinions
- Breast Implant Grossing Protocol
- Sentinel Lymph Node (Breast Protocol)

- Utilization of Paraffin Blocks
- Guidelines for Frozen Sections
- Guidelines for Retention of Adult Records & Specimens
- Cancer Lumpectomy Specimen (breast conserving surgery)
- Canned text needle core biopsy reporting (BCBR)
- For optimal tissue selection for immunohistochemical staining of breast cancer specimens the following steps are suggested.
- Grossing Needle Localization specimen, non-palpable lesion
- Ductal carcinoma in-situ reporting
- Tissues **NOT** to be submitted to Pathology
- Tissues for Gross Examination Only
- Quality Management Plan – C Parnell
- Discussion of monthly report - Deferred until next meeting

### **New Business**

### **Adjournment**

Meeting adjourned @ 12:15

### **Next Meeting**

July 18<sup>th</sup> @ SCM Conference Room