



Eastern Health

MINUTES

Laboratory Medicine Program
Friday, August 18, 2006 – 0900 Hours

Present

Dr. R. Williams
Mr. T. Gulliver
Dr. N. Denic

Minutes – May 30, 2006

Adopted as circulated.

Business Arising

Action by

1. Capital Equipment

Terry inquired as to the 2006/07 capital equipment allocation for the Laboratory Program. Dr. Williams indicated that maybe in September we would have some indication.

Terry informed that the IGA Board has committed \$100,000 towards the purchase of an automated pap smear screener. Paul Snow with the Health Care Foundation is working with Dr. Fontaine to secure additional funding.

Terry requested approval for an emergency purchase of a centrifuge for Clarendville from existing Lab equipment funds.

2. Lab Renovations

Terry inquired as to Dr. Williams discussions with Mr. Tilley in regards to the outstanding Lab renovations for the HSC and also the possibility of a complete redesign of Lab space at St. Clare's. Dr. Williams indicated that Mr. Tilley has approved the plan for complete consolidation of Pathology services to the HSC.

Dr. Williams asked Terry to prepare a written proposal indicating the Laboratory's needs with a view to access funds earmarked for Breast Screening to renovate St. Clare's space to meet the Laboratory's future requirements and the possibility to accommodate the Breast Screening Program and/or Dermatology Clinic.

Terry

Action by**3. Budget**

Terry expressed concern as year to date, the Laboratory has only received compensation statements for April and May. Those statements showed the Lab Program with a \$10,971 deficit of which \$19,000 deficit was in employee benefits.

On a regional basis, the compensation budget showed the Health Care Corporation of St. John's with a surplus of \$37,814 and the two rural regions with a combined deficit of \$48,000.

Terry informed that the April to July workload was up 8.7%.

4. 2-Year Operational Plans

Terry informed that on June 29th he met with each divisional leadership team to work through action plans for the next 2 years. Terry hopes that by early September the Laboratory Program's operational planning document will be completed.

5. ER/PR Receptors

Terry updated on the recent status of ER/PR testing. Terry presented an updated spreadsheet as of June 30th on the recommendations by Trish and Dr. Banerjee. Terry also informed that Dr. Carter and Catherine Parnell are in place for the QA Program and have had meetings with Janet Laidley from QI. A WPEO has been hired starting September 11th and Dr. Carter has booked educational sessions for September.

All agreed that by September 25th, the Laboratory leadership team should be in a position to recommend the reinstitution of this service. Terry informed that the Lab technical staff have completed 3 UK proficiency tests and have scored very high.

6. Pathologist Manpower

Some discussion in regards to the end date for our contract with Dynacare. Dr. Denic asked to extend to December, 2006, as we are still short 3 Pathologists.

Dr. Denic updated on discussions with Department of Health and Finance in regards to Pathologists' workload and compensation. The Government has indicated that it would like to perform a complete review of the Pathologists' workload.

New Business**1. Liquid Based Pap Smears**

A meeting has been arranged by Joanne Rose for August 28th between all stakeholders to make a decision on the implementation of liquid based pap smear collection, processing, and screening.

Action by**2. Managers' Appointments**

Terry informed that he has formally offered positions to managers whose responsibilities have changed during the restructuring process. Formal appointment letters will be presented early next week.

Terry requested Dr. Williams's support for the actual appointment date of these managers as they have been performing the duties since October, 2005, upon approval of Dr. Williams at that time of the Lab's new organizational structure.

3. OHS Inspection

Terry informed that in July the provincial OHS inspectors arrived at the HSC Pathology Lab at the request of staff who have complained about the physical set up and air quality.

The inspectors have given specific recommendations to Terry, Barry Dyer, and Tom Godden for improvements to meet standards. Terry will keep informed on progress.

4. CCHSA

Dr. Williams indicated that the upcoming CCHSA accreditation process will include some specific guidelines for Laboratory Medicine and in particular, Transfusion Medicine. Terry indicated that Lynn Wade will receive the new CD rom with the recommendations.

Next Meeting

Friday, September 15, 2006, 1400 hours