

**MINUTES OF ANATOMIC PATHOLOGY SITE CHIEFS
AND DIVISIONAL MANAGERS MEETING**

**TUESDAY, MAY 13, 1997
CONFERENCE ROOM
ST. CLARE'S MERCY HOSPITAL**

Present: Dr. D. Cook
Dr. M. Kalifa
Dr. S. Parai
Dr. C. Pushpanathan
Mr. T. Gulliver
Mr. J. Murphy

Apology: Dr. D. Haegert

The minutes of the December 3, 1996, meeting were accepted by Dr. Kalifa.

BUSINESS ARISING:

(A) Update on Technologist's Transfer from Janeway:

- This transfer appears to be complete and is working well. Dr. Pushpanathan describes the tissue and submits them in cassettes. These cassettes are transferred to the Health Sciences for slide processing. The slides are then returned to the Janeway where Dr. Pushpanathan issues the final report. The technologist from the Janeway is currently being orientated to the General Hospital Site.

(B) Update on Intra-operative Consultations:

- It is decided that the Frozen Section Report from the St. Clare's Site will serve as a standardized written report for the laboratory program. Dr. Cook will slightly modify the format and send a draft copy to the Site Chiefs and Divisional Managers. If there are no problems, the report will be submitted to the Corporation's Form Committee for final approval. This will then be circulated to the various sites.

Dr. Kalifa also reported that the Frozen Section Room at the General Hospital is now taken out of the sterile area and hopefully within the near future, a technologist will accompany the pathologist to frozen sections. The Committee also expressed an interest that indications for frozen sections should be distributed to the surgeons.

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(C) Status on Pathology Specimen Forms:

- It is agreed that the Pathology Specimen Forms from the Grace will serve as the standardized form for the Laboratory Program. Dr. Haegert will be asked to write letters to Rosemary Barrington, Program Director for Ambulatory Care, and Maria Tracey, Program Director for the Operative Program, advising them that this is now Laboratory Policy. Once this is done, this form will be circulated to the Corporation's Form Committee for final approval. Following this, it will be the responsibility of the Site Chiefs that this policy is implemented at their respective sites.

(D) Equipment:

- Mr. Gulliver advised the Committee that there will be equipment consultation experts going around the Corporation to determine what equipment needs to be replaced and what equipment can be transferred to various sites. It has been indicated that there is very little money in the Corporation for capital expenditure. Dr. Parai reiterated that there is a serious need for a microtome at the Grace and a replacement microscope for Dr. Wadhwa.

(E) Dictation of Small Specimens by Technologists:

- The Committee felt that there was no need at this time to have small specimens dictated by the technologists. It is felt that the current system of dictation by pathologists and residents is adequate. There was also discussion concerning tissue submitted to the laboratory in cassettes. These include biopsies from the Colposcopy Clinics and G.I. Clinics, etc. It is felt that the cassettes should be opened and the tissue given a gross description. It has been decided that this would become policy. The Site Chiefs will inform their respective pathologists of this.

(F) Grace Hospital Workload:

- Following discussion with the pathologists at the St. Clare's site, Dr. Cook informed Dr. Parai that St. Clare's is willing to accept 2,000 specimens from the Grace Hospital. It is preferred that the specimens come from out-patient areas. Dr. Cook asked Dr. Parai to discuss this with his pathologists to determine what

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out-patient areas could be handled by St. Clare's. Dr. Parai stated that there may be a reluctance to transfer specimens from the Grace to St. Clare's and that he favours an additional pathologist added to the Grace Site. Dr. Cook reiterated that the transfer of a pathologist from St. Clare's to the Grace Site is out of the question. Dr. Cook also stated that, if for any reason the Grace is unhappy with this, St. Clare's would be willing to make the same offer to the General Hospital Site in order to free up more time for teaching and research. This received a positive response from the General Hospital people. Brief discussion followed concerning technical backup at St. Clare's. Dr. Cook suggested he would like to cross link the Cytotech-nologist based at St. Clare's to the Division of Histology to help with any increased workload.

Due to time restraints, the issue of P.I.P. versus A.S.C.P., policies, CME, and computer monitors will have to be deferred until the next meeting.

NEW BUSINESS:

(A) **ER and PR Immunoperoxidase Receptors:**

- Dr. Kalifa reported to the Committee that there is good correlation between the Biochemical Assay and Immunoperoxidase Staining for Breast Receptors. It appears that the time may be right to implement the Immunoperoxidase Breast Receptors corporate-wide. Dr. Cook stated that there is a concern amongst the pathologists at St. Clare's, that they should be the ones reporting the breast receptors. Discussion then arose that if individual pathologists are reporting these receptors, then there is a need for standardized criteria to determine what is regarded as receptor positive and negative. There was also discussion as to how the Mayo Clinic reports its receptors. It was decided that this issue should be brought to a Discipline Meeting to get a consensus amongst pathologists. Hopefully such a meeting will be held in June. Until then, it was agreed to maintain the status quo.

Dr. Cook also recognized the amount of hard work that Dr. Kalifa had put into this project.

(B) **Checklist for Neoplasms:**

- This was not discussed due to time constraints.

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(C) Other Business:

- It is agreed to hold these meetings once a month. It was also agreed to rotate these meetings throughout the various sites with Site Chiefs acting as Chairs of the meetings in their respective locations.

There being no other business, the meeting adjourned at 4:35 p.m. The next meeting will be held on June 17, 1997, at 3 p.m. at the Grace Site with Dr. Parai chairing the meeting.

Respectfully submitted,



Donald M. Cook, M.D., F.R.C.P.(C), F.C.A.P.
Site Chief - Anatomic Pathology
St. Clare's Site

DMC:jt