

DIVISION OF ANATOMICAL PATHOLOGY
MINUTES OF SITE CHIEFS' MEETING
EASTERN HEALTH
OCTOBER 5, 2007

PRESENT: Drs. N. Denic, D. Cook, C. Morris-Larkin and Mr. B. Dyer

1. CALL TO ORDER

The meeting commenced at the HSC site at 10 a.m.

2. BUSINESS ARISING

2.1 Pathologist Assistants

The need for formal evaluation of the Pathologist Assistants was discussed. Currently it is done in pre-style format but there is a move to have a more formal checklist for the in training PAs with a view to using a similar checklist in yearly evaluations. Suggestions were made and Dr. Morris-Larkin will put these into a form.

The impact of the colon tumor bank collection on the Pathologist Assistants workload was discussed. There is a perceived need to define the daily workload. Both Site Chiefs will continue to monitor this situation with a view to further discussion. A congenial and collegial relationship between Pathologist Assistants, Residents and staff is encouraged. Note is made of the new challenge of training Residents on grossing in the current era of Pathologist Assistants. This will be referred to the Anatomic Residency Training committee for further discussion.

2.2 Accreditation

Dr. Denic informed the group that the review by the Accreditors was generally positive with small negatives such as the need for emergency showers in lab locations. The reviewer's assessment of the ER/PR handling was also positive.

2.3 OLA Laboratory Accreditation

Mr. Greg _____ will be promoting the OLA Laboratory Accreditation service at a meeting on Wednesday, October 10th. The group will compare this to that of the CCHSA.

Minutes of Site Chiefs' Meeting

October 5, 2007

Page 2

2. BUSINESS ARISING (CONT'D):

2.4 Quality Management Program

The need for a Pathologist to chair the Quality Management Program and its meetings was discussed. Dr. Denic will consider approaching Pathologists at the HSC site in which case the Technical Assistant currently based at St. Clare's may be moved back to HSC.

Policies are currently awaiting the Site Chiefs' approval but there was insufficient time at this meeting.

2.5 DynaCare Referrals

Dr. Denic noted the marked reduction in number of cases sent to DynaCare for primary sign out. He estimated that Pathologists should sign out to a maximum sixty cases per week. Dr. Morris-Larkin informed the group that with the current staffing levels, while very few cases are sent to DynaCare, we are running a full day backlog. Both Drs. Cook and Morris-Larkin remarked that in November there will be more palpable staff shortages with one unfilled position at St. Clare's, one unfilled position at the HSC in addition to one maternity leave and anticipated vacation time.

3. NEW BUSINESS

3.1 General Lab Issues

Mr. Dyer informed the group that several positions have been posted for advertising. This includes a Technical Director for the Immunohistochemistry lab which will be a PhD position. There will a new position of LabAssistant with autopsies which will be posted at St. Clare's Mercy hospital, mainly for grossing assist. One current Tech I position will be replaced by a Tech II position which will be primarily a VIP/Troubleshooting position with a priority to do grossing of small specimens when there is an anticipated shortage of Pathologist Assistants. There will be need for Pathologists input in training the new Tech IIs who will be assuming the responsibilities in the Immunohistochemistry Lab.

Minutes of Site Chiefs' Meeting

October 5, 2007

Page 3

3. NEW BUSINESS (CONT'D):3.1 General Lab Issues (Cont'd):

The majority of computers are now set up for the new transcription system. Several office and site specific problems need troubleshooting in that the computer must be adjacent to the microscope. Training will commence the first week of November. Pathologists will be required to type in the surgical number but then dictate the patient's name and number. The work will be routed through to our secretaries. It will still be possible to manually place selected cases ahead of the ones waiting in the system for typing.

There was some discussion on heading eventually toward a paperless system.

To date the new microscopes have not been ordered, due to issues outside of the lab. We expect this to be rectified within the next day or so.

Fridges are now available in the ORs at both the St. Clare's and HSC sites. There is need for a formal policy regarding appropriate utilization of the fridge for after hours storage only since it slows down the fixation process and is not desirable during the regular workday.

4. ADJOURNMENT

There being no further business, the meeting adjourned at 12 a.m.

/tc