

**Notes of Meeting
Laboratory Medicine Program
December 16, 2005 - 0900 Hours**

Present: Dr. D. Cook
Dr. R. Williams
Mr. T. Gulliver

Minutes – October 28, 2005

Adopted as circulated.

Business Arising

Action by

1. Blood Collection Services

Terry informed that Management Engineering had performed a wait time study for the HSC and Janeway. The average time was 8 minutes and 9 minutes respectively.

2. Capital Equipment

Terry indicated that the tendering process has begun for the acquisition of equipment for Genetics from the IGA Year 4 funding. In addition, the Laboratory had to purchase 2 morgue stretchers, a centrifuge, 4 phlebotomy chairs, and a spectrophotometer that were unavoidable expenditures.

Terry inquired as to the availability of additional capital equipment funds for this year.

3. Lab Renovations

Dr. Williams asked Terry to write a letter outlining the outstanding renovations for the Laboratory at the HSC.

Terry

4. Lab Billing

Sharon Lehr suggested that the Laboratory stop billing other sites within Eastern Health. Roseann Smart will do the budget adjustments.

Action by

5. Budget

Terry gave an update on the budget year to date and indicated that most of the overage is in Pathology, Genetics, and Employee Benefits.

6. Lab Planning Day (major objectives)

Nothing new to report on the current 3-Year Plan. Terry indicated that the Program will be putting together the next planning session for the 2006-09 3-Year Plan.

Terry

7. Cervical Screening Initiative

Discussion in regards to liquid based Cytology for pap smears. Dr. Williams supports this initiative and will arrange a meeting with George Tilley to discuss the next course of action.

Dr. Williams

8. Tissue Audit Committee

The new Pathology requisition is in circulation.

9. Legal Consults/Tissue Act

Dr. Cook has not received a response from Heather Predham. Dr. Williams wrote Heather on Dec 15/05 to follow up.

10. Transfer from Canadian Blood Services

Terry informed that Marilyn Collins has been appointed the Provincial Coordinator for the Utilization of Blood Products.

Terry has met with Marilyn and will work with John Rumboldt in setting up a cost center for expenses for Marilyn's salary, office, etc.

Terry

Action by

11. ER/PR Receptors

Terry presented a spread sheet with all the recommendations from Dr. Banerjee and Trish Wegrynowski. Terry will update the progress on each recommendation at our monthly meetings.

Terry

It was agreed that the Laboratory should be working towards the reinstatement of our ER/PR testing.

Dr. Williams asked Terry to work with Heather Predham in compiling the list of deceased patients who tested negative. These patients will be retested once the Lab reinstates our ER/PR service.

Terry

Dr. Williams also suggested that we should cross reference our list of patients to ensure that we have not missed any negative patients.

Terry

12. Pathologists' Assistants

Terry indicated that he has met with Dr. Fontaine, Dr. Cook, and Barry Dyer to put together the recruitment/training opportunity for the Pathologists' Assistants. He expects to have them posted in early January.

Terry

New Business

1. Fertility

Terry informed that he met with Dr. O'Grady and Dr. Healey in regards to the incident involving stored semen in our liquid nitrogen tank. Dr. O'Grady inquired if Eastern Health would cover the costs of IVF for those patients that this is the only option.

Dr. Williams indicated that this issue should be brought to Pat Pilgrim as it is a part of the Women's Health Program.

Terry indicated that the Laboratory has implemented the following to reduce future risk of the storage of these samples.

-4-

Action by

- Daily check of liquid nitrogen tank/volume
- Installed audible alarm on tank
- Will purchase a second tank for backup

2. Organizational Structure

Terry inquired as to the status of the proposed new Laboratory Management structure. Dr. Williams has to present to George Tilley, however, he indicated that the Laboratory proceed as per the proposed structure.

3. Pathologist Manpower

Dr. Cook informed Dr. Williams that we made contact with Dynacare in Ottawa through teleconference. They are willing to accept 100 – 150 specimens per week for Pathologists' interpretation. Dr. Williams suggested if we move forward that we do a 6-month contract. Terry will work with Barry Dyer to facilitate the administrative processes.

Terry

Next Meeting

Friday, January 6, 2006, 0900 hours