

**SITE CHIEFS/DIVISIONAL MANAGERS  
MINUTES OF MEETING - DECEMBER 16, 1997 AT 11:00 A.M.**

**Present:** Drs. D. Cook, D. Haegert, M. Khalifa, S. Parai and Mr. T. Gulliver and J. Murphy  
**Regrets:** Dr. C. Pushpanathan  
**Started:** 11:00 A.M.

Dr. D. Cook amended the last paragraph of the first page of the previous meeting's minutes. The second sentence of this paragraph should read "Dr. S. Parai recommended that the Health Care Corporation continue performing the immunohistochemical tests and encouraged doing them on endometrial carcinomas". A motion from DR. S. Parai, seconded by Mr. Murphy accepted the minutes of the previous meeting.

**Business arising**

1. Laboratory utilization in anatomic pathology. Dr. Cook was the divisional representative in the laboratory utilization committee. A meeting of this committee took place where the following topics were discussed.
  - Standardization of utilization of frozen section
  - Transfer of histology staff
  - Standardization of reports
  - Whether we completely switch to immunoperoxidase assessment of steroid receptors on paraffin sections
 Further discussion of utilization of intraoperative consultation at the Grace Hospital site took place. Dr. Khalifa suggested setting up a meeting with members of the ENT/head and neck surgery program.
2. Turnaround time at St. Clare's site. Dr. Cook indicated that processing of some specimens, particularly needle localization breast biopsies, takes unnecessarily long time. Preparation of slides may take 6-7 days from grossing the specimen while some recuts may take as long as 9-10 days. Both pathologists and surgeons have expressed their concerns about this issue. Mr. Murphy acknowledged the problem and suggested the low number of histotechnologists as being its etiology. Mr. Gulliver and Drs. Cook and Parai carried out further discussion on the subject. Mr. Murphy indicated that he was undertaking a study to compare the mechanics of this problem in St. Clare's and Grace sites. Dr. Haegert suggested organizing a meeting with Dr. MacIntosh to discuss transferring or using a cytotechnologist.
3. Steroid receptors assessment in paraffin sections. Dr. Khalifa discussed this issue further and suggested that pathologists start reporting their own cases. A suggestion was made that Dr. Khalifa write up a proposal with the criteria (cut-off values), distribute it to the various pathologists and ask them for their feedback.

The meeting adjourned at 12:00 P.M.