



# Eastern Health

## MINUTES

Laboratory Medicine Program  
Thursday, June 21, 2007 – 1400 Hours

### Present

Dr. O. Howell  
Mr. T. Gulliver

Ms. L. Wade  
Dr. N. Denic

### Regrets

Dr. S. Avis

### Minutes – May 15, 2007

Adopted as circulated.

### Standing Items

### Action by

#### 1. **Quality/Patient Safety/Workplace Safety**

Terry welcomed Lynn Wade to the meeting in her new role as Quality Manager.

After some discussion, it was agreed that Lynn would attend all of the monthly leadership meetings to discuss quality issues which will be first on the agenda. It will not be necessary for Lynn to remain for the rest of the agenda items.

Discussion in regards to Lynn's role and interaction with the Lab Program. Terry indicated that the Laboratory needs to put real resources into the Program to assist Lynn in developing a Quality Management Program for the Laboratory that includes risk management, patient safety, workplace safety, and accreditation.

Terry informed that he will be assigning a 0.5 FTE in Peninsulas that will be dedicated for that region to work with Lynn and also a 0.5 FTE in Rural Avalon. Terry also indicated that he would like to assign the current FTE in Pathology to work with Lynn for that division. Terry is also assigning a 0.5 Clerk IV to support the Quality Management Program. Terry is also working with the other divisions to determine if we can reallocate staff resources to be a part of this new Program.

Some discussion in regards to office space, etc., for Lynn's new position. Terry will investigate the possibility of providing an

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office within the Laboratory Program. If not, he will have to ask Dr. Howell to seek an office.

**2. Budget Variances**

Terry gave an update on the budget variance for 2006-07. Terry also provided a budget variance/HR indicator report that each division completes monthly. It was agreed that Terry would provide this information for the Program on a quarterly basis.

Terry indicated that he has not met with Roseann Smart to allocate the new resources for 2007-08.

**3. Capital Equipment/Reagent Leases**

Terry attended the June, 2007, Capital Equipment Committee meeting where he discussed issues/misunderstandings in regards to reagent leases within the Program. Terry felt that it was a very good meeting.

Since that meeting, the Committee has signed off on a new reagent lease for the Renal Lab and for a new Chemistry analyzer for Carbonear.

Terry informed Dr. Howell that the tender has gone out for 4 new microscopes for Pathologists and the cost will be ~\$50,000. Terry will bring recommendations to Dr. Howell to seek funding.

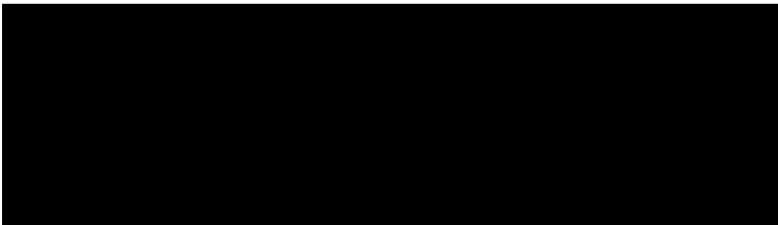
Dr. E. Randell and Jim Humby have proposed the acquisition of a second Tandem Mass Spec through reductions in operational reagent costs. Terry has discussed this possibility with the Capital Equipment Committee and will present a proposal to them.

Terry also just received the 2007-08 Capital Equipment allocation from Sharon Lehr in the amount of \$250,000. Terry will now work within the Program to prioritize its needs.

**4. Lab Renovations/Space**

The current major issues that Terry is working on include the redesign of St. Clare's for a core lab and to provide space for Breast Screening Program.

Terry and Barry Dyer have met with Facilities Management at the HSC to start the planning for the Pathology consolidation.



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Dr. Howell informed that Eastern Health is investigating the leasing of ~500,000 sq ft in St. John's. A part of this discussion included the consolidation of adult walk-in blood collection services into this new space. Dr. Howell asked Lynn and Terry to provide him with the Laboratory's plan from a couple of years ago with regards to the amount of space that will be needed.

**5. 2-Year Operational Plans**

Ongoing.

**6. Human Resources/Workforce Issues**

Terry informed on current initiatives within the Program that include the recent recruitment of 1 Technologist to be trained for Genetics. Terry also informed that he has approval for 5 training positions for combined Lab/X-Ray Technologists for the region.

Terry indicated that overall the Program will be short staffed during the summer months as we were not successful in recruiting the numbers of new staff needed.

Terry also informed that the succession plan is in place for the pending retirements in the IHC section of Pathology. Barry will post 2 Technologist II's over the summer with training to start in September. Dr. Denic indicated the possibility of recruiting a Masters/PhD person to oversee this section of Pathology

**Current Issues****1. ER/PR/HER-2 Receptors**

Some discussion on the current status of ER/PR testing and issues around that including recent media inquiries, updates, etc.

Terry indicated that he just received another list of inquiries from Ches Crosbie and another list from Dan Boone that he is currently trying to work on. Terry indicated that this takes an enormous amount of time while still running the Program.

Terry informed that Dan Boone will be traveling to Toronto to meet with Dr. Khalifa. Terry also has learned that Dan Boone has invited the Director of Proficiency Testing in the UK to come to review the Laboratory.

**2. Pathologist Manpower**

Dr. Denic informed that he hopes to have a full compliment

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of Pathologists by September. Dr. Howell advised that we need to reduce the amount of specimens going to Dynacare and the cost associated with this. Dr. Denic feels that by September we should see a drastic reduction in the costs.

**3. CCHSA/Accreditation**

Terry informed that the Team Leaders met with Dr. Howell and Janet Laidley on June 14th to start prioritizing the areas of improvement.

4.



5.



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7.

**New Business**

**1. Trepassey**

Dr. Howell informed that the Laboratory will have to include Trepassey as a part of their structure to ensure that standardized practices are being followed. Lynn indicated that she has been to Trepassey to assess services to improve efficiencies. Lynn will send Dr. Howell her assessment.

**2. Cervical Screening Program**

Discussion around requests by Joanne Rose from the Cervical Screening Program in regards to Laboratory QI Indicators. Terry feels that the Laboratory Program does not report to Joanne Rose and Dr. Fontaine agrees.

**3. Positive Patient I.D.**

Discussion in regards to issues around positive patient I.D. This included unlabelled or mislabeled specimens coming to the Lab, patients with no armbands, etc. Dr. Howell indicated



that this was discussed at MAC and he supports initiatives to reduce risk management issues around positive patient I.D.

**Action by**

**Next Meeting**

Tuesday, July 10, 2007, 1400 hours, Room 1362

