

OR Practice Meeting  
January 29, 2003  
1400-1600 hrs  
St. Clare's OR Classroom

Attendance:

Lora Carter  
Judy Hawkins  
Wendy Walsh

Joanne Peddle White  
Colleen Manuel  
Glenda Tapp

Regrets:

Paul Keough

Business:

Welcome:

Lora Carter was welcomed as our new member to the committee. She is a staff nurse @ St. Clare's OR.

Business Arising:

1. The New OR Manuels have been delivered to the ORs. Only a Table of Contents is included to date. We have not received any signed policies.
2. During the Physician job action this past fall both sites spent time drafting / reviewing policies. These policies were submitted. Some of these policies need to be typed. The Policies drafted will be compiled by Wendy & Glenda prior to the next meeting.
3. Policy Review:  
The 3 specimen policies had been redrafted based on feedback from committee members, head nurses, Pathology department & Quality Initiatives(QI) Q.I. also contacted the RNC for input in the Legal Specimen policy.  
The following policies were again reviewed:  
Legal Specimens  
Specimen Care  
Guidelines for the Management of Specimens  
Revisions were made. The committee agreed to have these policies, with revisions, to be sent to the Managers for review/ signing.
4. Next Meeting  
The next meeting will be held @ the General Site. Wendy will notify us of room & date.
5. Meeting adjourned @ 1600hrs.

Respectfully,  
Glenda