



CMLTM

REGULATOR REVIEW

College of Medical Laboratory Technologists of Manitoba

Regulatory College and Professional Society: A Winning Combination for your Career

Medical laboratory professionals know the importance of providing accurate and efficient lab services for patient safety. They also know the importance of continuing to develop skills to maintain a high level of quality service. Updating and applying your skills are essential to your career and there are two organizations that are available to help you.

Your regulatory college and your professional society offer two different services to you as a practicing medical laboratory professional. The regulatory body, or College (CMLTM, for

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146 - 2025 Corydon Avenue
Winnipeg, MB R3P 0N5



...A Winning Combination for your Career continued

example) ensures that the work you do in the lab meets the required standards for public safety. If there is a complaint from a patient regarding the laboratory standards, it's the regulatory college that addresses these issues. As part of their practicing standards, the College will set continuing education requirements. As a member, you must meet these ongoing requirements and your professional society can help.

As the national professional society, Canadian Society for Medical Laboratory Science (CSMLS) functions with the professional in mind. We provide education, volunteer opportunities and professional development that you need to meet the regulatory college requirements. We also advocate on your behalf to government and other health care groups.

The CSMLS also offers networking and learning opportunities through conferences and online discussion forums. We foster the community spirit of the profession while providing industry news, grants and scholarships, career advice, job listings and the quarterly publication, the Canadian Journal of Medical Laboratory Science.

Members of the CSMLS also get access to exclusive savings with our national discount partners. These discounts can save you money on home and auto insurance, gym memberships and home security, just to name a few.

Both organizations are valuable to the development and integrity of your own career. A membership with CSMLS can connect you to your professional community while helping you achieve your personal goals.

Message from the Registrar's Desk Did You Know?

The CMLTM By-laws require that members notify the College office if there is a change in their name, mailing address or place of employment and provide information respecting their suspension or dismissal from their position. This includes if you are leaving your position in Manitoba and are moving to another Province. If you have accepted an MLT position in another regulated Province, you will be required to obtain a Letter of Standing from CMLTM. There is a \$25.00 fee for the preparation of a Letter of Standing. Contact the CMLTM office well in advance of leaving the province. The Registrar will prepare the Letter of Standing and send it directly to the College in the Province you will be moving to and a copy will be sent to you as well.

CMLTM has produced a new informational video on phlebotomy. This informational video is intended to provide patients information about what they can expect when they have their blood drawn for laboratory tests. The video demonstrates proper phlebotomy techniques and procedures. Visit the CMLTM website, www.cmltm.ca to view the video and access other information related to the practice of medical laboratory technology.

*Submitted by Adam Chrobak
Registrar/CEO*



CMLTM Council Chair's Message

Even though it has been a short time for me as Council Chair, CMLTM has been able to move forward with some important projects. CMLTM has created working groups to develop Practice Standards/Directions and Code of Ethics.

CMLTM has identified the regulation of medical laboratory assistants (MLA) as an important patient safety issue. MLAs have a vital role in the laboratory and their roles continue to expand. The work MLAs do directly affect the outcome of laboratory results and into patient care. This is why I strongly advocate the importance of regulating all Medical Laboratory Assistants. CMLTM continues to pursue the regulation of MLAs in Manitoba. CMLTM has created a working group to develop information regarding the regulation of MLAs. Stay tuned, as CMLTM will distribute more information as it is developed on the CMLTM website, Facebook and Twitter.

As an internationally educated MLT (IEMLT), I feel it is time to give back to the medical laboratory community by supporting other IEMLTs entering our profession. Some of the ways we can do this is by sharing information about the Bridging Program and by helping IEMLTs as they study for the CSLMS exam by being a mentor. IEMLTs have much to offer with their previous laboratory experience. IEMLTs can help fill the shortage of laboratory staff.

I encourage all MLTs to volunteer for the many opportunities within CMLTM as a member of different committees, sub-committees and Council. Let us all come together as we move our profession forward.

I thank everyone for their continued support and encouragement of my role as Council Chair.

Jumir Encarnacion, MLT

CMLTM Council Election Notice

This year there are two vacant seats in electoral division 1 (within Winnipeg) and one vacant seat in electoral division 2 (outside of Winnipeg).

CMLTM has received three nominations for division 1 before the deadline of July 5th, 2014. No nominations for division 2 were received before the deadline.

Ballots have been sent in the mail to CMLTM registrants eligible to cast a vote (Active and Inactive registrants). When you receive your

ballot, mark two of the three candidates and return your ballot in the self-addressed stamped envelope. The deadline for the return of ballots is September 16, 2014. Remember to exercise your right to vote.

The results of the election will be announced at the CMLTM Annual General Meeting (September 27, 2014)

*Submitted by Adam Chrobak
Registrar/CEO*



Continuing Competence Program News

Ruling on Repeat Courses

Members may opt to repeat a course from time to time as a review or refresher.

The Continuing Competence Program will allow repeat courses for continuing education (CE) hours as a refresher once in five years. More frequent repeats will be considered review and not eligible for CE hours. Therefore a course should not appear more than once in any audit period. Should a member log a course more than once in an audit period, the first incidence will be counted for CE hours and any subsequent incidents will be considered review and not eligible for CE hours.

Log Sheets

Your log sheets are your key communication with CMLTM auditors. Each category of CE has a specific log sheet and different documentation requirements. Refer to your hand book for details. Auditors rely on members to enter their CE on the correct log sheets and provide sufficient documentation.

When members do not provide sufficient documentation for their CE, auditors will move the activity to a category for which the submitted documentation meets requirements. For example: If an activity is claimed as Formal Documented but only a certificate of attendance is submitted, (no proof a test was successfully completed), the CE will be moved to the Non Formal Documented category. Members can have the CE reclassified if they submit the additional required information.

Rarely, auditors find a submitted portfolio where the member entered all their CE categories on the same category log sheet, or the majority of their CE activities are not categorized properly. These improper submissions prevent auditing of the CE activities. In these cases the portfolios will not be audited and the members will be given one month to resubmit properly completed log sheets.

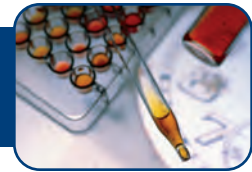
Safe Guard Your Information

Your portfolio information would be difficult to replace if it was lost in the mail. Safe guard your information by sending in photocopies and keeping your original documents. That way your original information is safe, you save on return postage (members' responsibility) and you have your original information to refer to if you are asked to clarify your submitted information.

You also have the option to submit your portfolio information online in real time. Log on to the member's section of the website to log your CE as you complete it, and upload copies of your certificates. Complete your self-assessment and CE goals online too. When you receive your call to be audited you will only need to submit your career summary (resume) and let the Registrar know you submitted online. No fuss, no risk and no postage.

The next audit will be held this fall. Look for your audit notice in the mail.

Linda Schroeder, MLT



NOTICE OF ANNUAL MEETING

THIS NOTICE IS PROVIDED PURSUANT TO BY-LAW ARTICLE IV: I (1.1)

The Council has called the 8th Annual General Meeting of the College of Medical Laboratory Technologists of Manitoba as follows:

- Date: **Saturday, September 27th, 2014**
- Time: **12:00 hours**, (Registration 11:30 hours)
Complimentary lunch served at 12:00 hours
Guest Speaker Presentation to start at 12:30 hours
- Location: **Delta Winnipeg Hotel**
350 St Mary Avenue
Winnipeg, Manitoba
Phone: 204-942-0551
Toll Free: 888-890-3222

NOTE: Please call 204-231-0311, 877-331-0311 (Toll free) or E-mail janelle@cmltm.ca to confirm your attendance. If confirmation is not received, a meal is not guaranteed.

CMLTM Council has invited Dr. John Wade to be a guest speaker before the AGM begins. Dr. Wade will be speaking on "Patient Safety".

Those members in attendance will receive 1 hour of CE credit in the non-formal documented category. A certificate of attendance will be sent after the AGM.

Important:

- All meetings of the College are smoke-free and scent free.
- All **Active** and **Inactive** members on the register as of September 27th, 2014 are eligible to vote on motions.
- Other registered members and guests are welcome to attend but are not entitled to vote.
- Members planning to attend **must provide** appropriate registration identification (**CMLTM Certificate to Practice Card**) in order to vote.
- A draw for a 2015 renewal will take place for members in attendance.

Any updates to this information will be posted on the College website: www.cmltm.ca



Manitoba Has an Apology Act - Learn More About it

Patients and their families expect to be told when something has happened that has harmed them or had the potential to harm them. Patients have a right to know this information. Informing them honestly and fully is the right thing to do.

The Manitoba Government has passed the Apology Act which allows health care providers the ability to apologize without having to worry about liability implications. Visit the CMLTM website for the link to the Apology Act.

The Manitoba Institute for Patient Safety and the Manitoba Alliance of Health Regulatory Colleges have collaborated to create an information sheet regarding the importance and impact of an apology.

The Manitoba Institute for Patient Safety and the Manitoba Alliance of Health Regulatory Colleges will be holding a media event during Patient Safety Week (October 27 - 31, 2014) at the Canadian Human Rights Museum. The Apology Act Information sheet will be officially released during the media event.

The Apology Act Information sheet will be posted on the CMLTM website after the official release.

*Submitted by Adam Chrobak
Registrar/CEO*

Mentors Needed

Every year there are a number of internationally educated medical laboratory technologists (IEMLT) that write the Canadian Society for Medical Laboratory Sciences (CSMLS) MLT certification exam and are not successful. The thing that they all have in common is that they lack Canadian laboratory experience and they have never written a certification exam like the CSMLS exam.

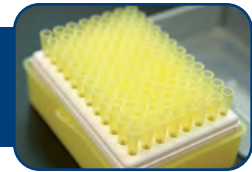
These IEMLT are desperately looking for help preparing for the CSMLS MLT certification exam. CMLTM is currently creating a list of technologists willing to mentor IEMLTs and new RRC MLT grads as they begin their new career.

Most of these IEMLTs have been practicing in their home countries for a number of years and have much to contribute in their new country.

This is your opportunity to give back to your chosen profession and pass on your skill and knowledge to the next generation of MLTs. I am sure that most of you had that special MLT helping you when you first graduated. Now you have a chance to be that special MLT to a new grad.

Please contact the CMLTM office if you would like to become a mentor.

*Submitted by Adam Chrobak
Registrar/CEO*



Patient Safety Week

October 27 - October 31, 2014 is Canadian Patient Safety Week. This is a national annual campaign to inspire extraordinary improvement in patient safety and quality and is endorsed by the College of Medical Laboratory Technologists and Manitoba Institute for Patient Safety. The theme is "Ask. Listen. Talk." This year, hand hygiene is highlighted in the Canadian Patient Safety Week poster campaign.

Participate in Canadian Patient Safety Week in the following ways:

1. Establish or join a Canadian Patient Safety Week planning group in your workplace. Host events/activities. For example, invite a patient or public member to your council, host an open house at your office and display MIPS' resources or have a contest to recognize excellence in patient safety and quality. This is your opportunity to acknowledge the thousands of health professionals who are dedicated to providing the safest care possible to Manitoba citizens. Go to www.mips.ca for

the 2014 CPSW Planner's Guide. Order MIPS resources as handouts.

2. Register for Canadian Patient Safety Week through the Canadian Patient Safety Institute at **CPSW**. Tell a friend. Refer a colleague. If they register, you will both be eligible to win \$50 worth of products and swag from the CPSI online store. Once registered, CPSI will send a planning checklist to help with your preparations.
3. Register for/host the live virtual broadcast of *Canada's Forum on Patient Safety and Quality Improvement*, taking place daily during CPSW. As in past years, this live broadcast will have compelling speakers from across Canada. Register at **Canada's Forum** on Patient Safety and Quality.

Join thousands of other Canadians - health professionals, patients and families - and focus on how we can improve patient safety for Manitobans. Join in and spread the word!

VOLUNTEER AUDITORS NEEDED

- Earn CE hours for actual hours
- Learn Tips to complete your own portfolio
- participate in CMLTM procedures
- Meet your peers
- Discover new CE opportunities

EMAIL: JANELLE@CMLTM.CA TO REGISTER YOUR NAME.



Research Project

A CMLTM member is currently enrolled in a Masters program and is conducting a research project for their thesis paper. The purpose of the study is to determine the personality characteristics of the medical laboratory workforce. A new change management model will be developed that will help organizations and their employees overcome interpersonal conflict, resistance, and anxiety to operational change. The study will involve approximately 5000 potential participants employed as laboratory professionals.

If you choose to participant, please visit the CMLTM website www.cmltm.ca for more information and a link to the survey. The online survey will be administered through Qualtrics and will consists of a series of questions related to different topics in laboratory quality management including; social systems and teamwork, systems thinking, emotional intelligence and leadership. You will also be asked about your age, gender and employment. No information identifying the participants will be collected during the study. You will be able to discontinue your participation in the survey at any time. All data collected will be password and encryption protected.

When you link to this survey, you will not be on the CMLTM website and the linked website (www.qualtrics.com) is not under the control of CMLTM. This link is provided for information and convenience only. CMLTM is not responsible for the content of the linked website and does not endorse the contents of the linked website. As such, CMLTM cannot be held liable for any damages caused as a result of the use of the linked website. (https://qtrial2013.qualtrics.com/SE/?SID=SV_cSjaixHxQ6yfDcV)

*Submitted by Adam Chrobak
Registrar/CEO*

Newsletter Policy

The College of Medical Laboratory Technologists of Manitoba is responsible for distributing current information about services or relevant information to the membership. This is done through a newsletter which will be distributed electronically or through the mail.

The Council is responsible for reviewing all submitted content.

The College is not responsible for any opinions expressed in the newsletter and nor are they responsible for the accuracy of the content published. The information presented in the newsletter can not be reprinted without the written consent of the Registrar/CEO.