March 28, 2013

ORGANIZATION AND MANAGEMENT OF THE CLINICAL LABORATORY

8:30-8:35 Welcome
   Hilary Lumano

8:35-8:45 Introduction to Course
   Jocelyn M. B. Hicks

8:45-9:30 What constitutes an Excellent Laboratory?
   Donald S. Young

9:30-10:15 Laboratory Organization:
   Lab Direction, staff, choice of equipment, physical layout
   Donald S. Young

10:15-10:35 Questions

10:35-11:00 Coffee break and informal discussions

11:00-11:45 Financial Management and Strategic Planning:
   Budget setting: short and long term planning, personnel, information technology, etc.
   Jocelyn M. B. Hicks

11:45-12:30 Optimizing Efficiency and Workflow:
   Elimination of waste, problem identification and resolution of problems
   Rajiv T. Erasmus

12:30-12:50 Questions

13:00-14:00 Lunch: Discussions with the Lecturers

14:00-14:45 Internal and External Quality Control:
   Discussion of frequency needs, acceptability of results, documentation
   Rajiv T. Erasmus

14:45-15:05 Questions

Adjournment for Attendees

15:05-19:00 Visit to the SLMTA Laboratories at University Teaching Hospital:
   Donald S. Young, Jocelyn M. B. Hicks and Rajiv T. Erasmus
March 29, 2013
PERSONNEL ISSUES AND CLINICAL INTERACTIONS

8:30-9:15 Development of Procedure Manuals: Formats, reviews, etc.
Rajiv T. Erasmus

9:15-10:00 Training and Competency Assessment: Continuing education, basic training and ongoing testing of personnel
Jocelyn M. B. Hicks

10:00-10:20 Questions

10:20-10:45 Coffee break

10:45-11:30 Optimizing Use of the Clinical Laboratory: The laboratory’s role in educating clinicians
Donald S. Young

11:30-11:40 Questions

11:40-12:45 Research and Writing Papers
Hilary Lumano, Rajiv T. Erasmus, Jocelyn M. B. Hicks and Donald S. Young

12:45-13:45 Lunch

13:45-14:45 Review of the SLMTA Laboratories at University Teaching Hospital: Preparing for Accreditation
Rajiv T. Erasmus, Jocelyn M. B. Hicks and Donald S. Young

14:45-15:30 General Discussion of Laboratory Management Issues

For additional information concerning this course please contact:

Prof. Jocelyn M. B. Hicks: hicksjmb@gmail

Mr. Hilary Lumano: lumanoh@hotmail.com
LECTURERS’ BIOS

RAJIV ERASMUS, MB.BS, FMCPath (Nig), DABCC (Am Board Certified), DHSM, FCPATH (SA)
Rajiv Erasmus has been the Head and Professor of Chemical Pathology, National Health Laboratories (NHLS) and the Faculty of Health Sciences, University of Stellenbosch, Cape Town, South Africa since 2002. He obtained his medical degree from the University of Ibadan, Nigeria and the Fellowship in Chemical Pathology from the National Postgraduate Medical College of Nigeria. He is American Board Certified and a Fellow of the South African College of Medicine. He is the President of the South African Association for Clinical Biochemistry and the Vice President of the College of Pathologists of East, Central and Southern Africa.

JOCELYN M. B. HICKS, PhD, DSc, FRCPath
Jocelyn M.B. Hicks was Chair of Laboratory Medicine and Pathology at Children's National Medical Center in Washington, DC. She is currently Emeritus Professor of Pediatrics and Pathology at The George Washington School of Medicine. She obtained her BSc in Physiology, her MSc in Biochemistry, and her DSc from the University of London. Her PhD in Physiology and Biophysics was obtained from Georgetown University. She is a Past-President of the American Association for Clinical Chemistry, the International Association of Pediatric Laboratory Medicine and the International Federation of Clinical Chemistry and Laboratory Medicine.

HILARY LUMANO, BSc, MBA
Hilary Lumano is the Senior Technical Advisor for Laboratory Sciences under the Management Sciences for Health in Lusaka, Zambia. He is responsible for improving systems to support quality laboratory services for antiretroviral treatment of mother to child transmission, and for tuberculosis programs. He has been a very active Member since 2002 of the Biomedical Society of Zambia that has very recently become a Full Member of the International Federation of Clinical Chemistry and Laboratory Medicine. He has served two consecutive two year terms as national chairperson. He also served one term as treasurer, and is the current President of the Society. He has also been a board member of the Health Professions Council of Zambia.

DONALD S. YOUNG, MD, PhD
Donald S. Young was formerly Vice-Chair for Laboratory Medicine at the University of Pennsylvania. Previously, he was responsible for Clinical Chemistry services at the Mayo Clinic and before that Chief of the Clinical Chemistry Service at the National Institutes of Health. He obtained his medical degrees at the University of Aberdeen in Scotland and his PhD at the University of London. He is a Past-President of both the American Association for Clinical Chemistry and the International Federation of Clinical Chemistry and Laboratory Medicine. He is a past Chairman of the Board of Editors of Clinical Chemistry.