Clinical Laboratory Personnel Committee
November 1, 2014 - 10:00 a.m.
Law Offices of Adams and Reese
Baton Rouge, LA

Members Present: Cheryl Caskey; Rhonda Givens; Dana Grant; Mary Muslow; Jim Taylor, MD; Brian Vidrine; Cesia F. Gudiel

Guests Present: Rebecca Smith (Adams and Reese); Patsy Jarreau, AD, CLPC; Phyllis Toups

I. Call to order

Meeting called to order at approximately 10:26 a.m. A quorum was present.

II. Minutes of the last meeting

A motion to approve the minutes when corrected of the June 14, 2014 meeting by Rhonda Givens. Second by Jim Taylor. All approved, motion passed.

III. American Medical Certification Association (AMCA)

The AMCA is requesting approval as a provider for certification of phlebotomist in the State of Louisiana. Discussion via conference call with the administration of AMCA.

Motion: Pending a modification of their program requirements (must require 100 venous and 25 capillary sticks) and providing the CLPC evidence of external validation of their exam, AMCA can be a provider of a certification exam.

Motion made by Jim Taylor, second by Cheryl Caskey. All approved, motion passed.

IV. Office update

A. Web-site is unavailable for the renewal process.
B. Renewals for 2015 will be mailed.

V. Review of Laboratory Assistant checklist

Sub-committee to undertake the review of the checklist to:
A. Modify the wording on the current forms to ensure competence was an observed process and require the signature of the observer.
B. Modify the checklists to require periodic updates as needed to ensure competence.
C. Remove the Histology and Cytology sections.

VI. **ASCP Board of Certification**

Will retain the fee for the administrative processing of an extra set of scores. There was a proposal for the LSBME to accept the scores from the MLS program administrator/director.

VII. **Executive Session**

Motion made by Cheryl Caskey, second by Rhonda Givens. All approved.

VIII. **Other Business**

A. Informal discussion for possible CE process geared towards phlebotomists and lab assistants.
   One idea was the web-based programs offered by Media Lab. Data base management is a major obstacle.
B. Mary Muslow retained her position as Chair of the CLPC and Dana Grant accepted the role as secretary.
C. Informal discussion for nominations/ideas for those CLPC positions still vacant and those coming open.
D. CLPC is still in search of an opinion from the Histology society in regards to licensure.

IX. **Next meeting date**

February 28, 2015

X. **Adjourn**

Motion to adjourn at 12:37 by Cesia Gudiel. Second by Rhonda Givens. All approved, motion passed.