Lab Quality Confab Benefactor Session

Using Coursebuilder to Enhance Leadership Skills



Karrie Hovis, MHS, MLS(ASCP)^{CM}, CQIA Lab Education Coordinator Ochsner Health System New Orleans, LA

Objectives:

- Upon completion of this session, the learner will be able to:
 - Describe how Coursebuilder can be used to create customized curriculums.
 - Discuss various uses for Coursebuilder within the clinical laboratory.
 - Design courses using Coursebuilder to meet strategic goals.



Who Are We?

- Louisiana's largest non-profit, academic, healthcare system
 - 40 owned, managed and affiliated hospitals and specialty hospitals
 - > 100 health centers and urgent care centers
- Nearly 25,000 employees
 - Louisiana's largest private employer





The POWER of

Patient · Person · Team · Ochsner

• U.S. News & World Report

- #1 ranked hospital in Louisiana
- Recognized as a "Best Hospital" across two specialty categories
- Ochsner Hospital for Children is the only facility in Louisiana to be recognized as a top 50 children's hospital for three consecutive years

 Care for patients from all 50 states and more than 70 countries worldwide each year



Our Growth





Laboratory Service Line

- Approximately 950 employees
- 21 Laboratories in Louisiana and Mississippi
- 2018 Test Volume
 - 6.6 million tests ordered systemwide



Strategic Plan

- 3 Initiatives:
 - Transitioning from volume to value
 - Ensuring patient safety in all endeavors
 - Performing the **RIGHT** test on the **RIGHT** patient at the **RIGHT** time
 - Journey to High Reliability



Lab Leadership Development Series

CAP ISO 15189 Courses

- With permission from CAP
- CLSI 12 Quality System Essentials
 - Focused on 8



CAP ISO 15189 Courses

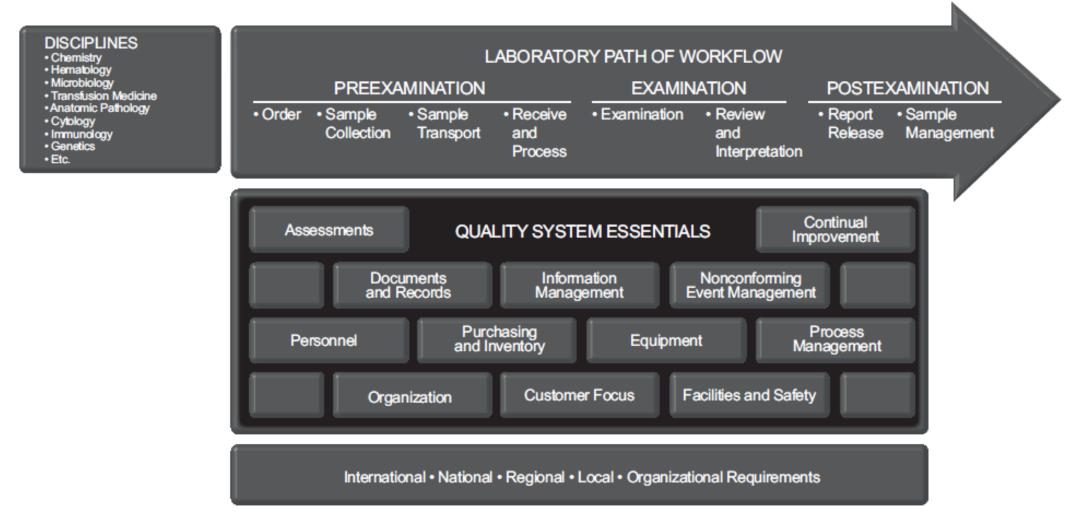
Seven Courses Launched in MediaLab March 2018

- 1. 15189 Walkthrough
- 2. QMS Implementation Roadmap
- 3. Document Control
- 4. Quality Manual Development
- 5. Management Review
- 6. Internal Auditing
- 7. Root Cause Analysis



Ochsner PALM Quality Management System Model

as adapted from CLSI QMS01-A4





2019 CLSI Leadership Education Series

Journey to High Reliability

- Non Conforming Event Management (NCE)
- Process Management
- Continuous Quality Improvement
- Personnel
- Documents and Records
- Purchasing and Inventory
- Assessment



Nonconforming Event Management (NCE)



Nonconforming Event Management

Course Preview : NOT FOR CREDIT : NOT RECORDED

Nonconforming Event Management

Author(s): Tammy Porter

This course was customized or built by **Ochsner Health System**, which is solely responsible for the content contained herein. Any continuing education credits assigned to this course are **NOT** sponsored or endorsed by MediaLab.

Title Page



Preview Mode Options

These options may be helpful as you evaluate courses and build your own. Users taking the course outside of preview mode will not see these options.

Show exam questions according to length and randomization settings (as a regular user would see them). O Show all exam questions in order.



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PREVIEW MODE. You are viewing this course in preview mode. Your progress is not bookmarked, your score is not being recorded, and you will not earn CE credit. To take this course normally and save your progress and completion data, access it from the "My Courses" page. You may need to assign it to yourself or select it through "Open Enrollment".





COURSEBUILDER



How to Create a Course

• 5 Steps:

- 1. Log In and Drop down menu
- 2. Select correct module
- 3. Select Coursebuilder
- 4. Select "Add a New Course"
- 5. Add course information and Select "Add Course"



Step One

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Step Two

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Health System

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Manage Your Profile - Keep yo	our personal contact information up-to-date		Compliance & CE Administration Home
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Step Four

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Add a New Custom Course » 🗵	Last updated: 10/7/2019	
Create a New Custom Course from a PowerPoint / PDF File or Replace PowerPoint / PDF Content in an Existing Course » 😕	Help	1
Import a MediaLab or Shared Course or Checklist for Customization » 😡	CourseBuilder	~
Copy and Customize a Course from a Division »	CourseBuilder lets you build your own custom courses and customize MediaLab courses to suit your needs.	
Import a SCORM or AICC Course » 🔍	Custom course that you build can contain	
Download the CourseBuilder User's Guide (PDF) » Arre Options	content pages, images, downloadable files, graded and ungraded questions (multiple choice, T/F, fill-in-the-blank, matching, drag- and-drop), exam questions, pretest questions,	L
Add or Edit Resources » 🐵	Document Control policies and procedures, videos, audio, Flash animation, and more.	
Add or Edit Continuing Education Credits for Custom Courses » 🖲	Who Can Add, Edit, and Delete Custom	
Organize Courses and Checklists Using Curricula » 🔍	Courses?	
'our Custom Courses and Checklists	Site administrators can work on any course. Click on the CourseBuilder tab to view, add, edit, and delete custom courses.	
List By Curriculum A List Alphabetically Search	Subadministrators can have a CourseBuilder subadministrator role for a particular custom course. This lets them edit the selected course. Subadministrators access this yo logging in, then clicking on the Subadministrator tab, then	
Click on the + button next to a curriculum to see associated custom courses and checklists.	clicking "CourseBuilder" next to the course they want to edit.	
Blood Banking / Immunohematology	Subadministrators can also have an "Ability to	
Hematology	add new courses" subadministrator role. This lets them add new courses, whether from	
Lab Leadership Development Series - CLSI Journey to High Reliability	scratch, importing a MediaLab course,	
Lab Leadership Development Series - ISO 15189 Courses	copying an existing course, or uploading a PowerPoint. Subadministrators can then edit	~
Ochsner Health System Custom Courses	the courses they've created.	
OHS Laboratory Information System		



Our Leadership Curriculums

Search for a user Search	Home Users Assignments Courses CourseBuilder Reports Need help
CourseBuilder	Welcome, Karrie Ho Viewing Ochsner Health System
Add Courses - Create your own custom online courses or customize a MediaLab course	View Help Resources and User's Guides for Compliance & CE
Add a New Custom Course » 🥹	Last updated: 10/7/2019
Create a New Custom Course from a PowerPoint / PDF File or Replace PowerPoint / PDF Content in an Existing Course » 🙆	Help Hid
Import a MediaLab or Shared Course or Checklist for Customization » 🖲	CourseBuilder
Copy and Customize a Course from a Division »	CourseBuilder lets you build your own custom courses and customize MediaLab courses to
Import a SCORM or AICC Course » 😣	suit your needs.
Download the CourseBuilder User's Guide (PDF) »	Custom course that you build can contain content pages, images, downloadable files, graded and ungraded questions (multiple
More Options	choice, T/F, fill-in-the-blank, matching, drag- and-drop), exam questions, pretest questions,
Add or Edit Resources » 🖲	Document Control policies and procedures, videos, audio, Flash animation, and more.
Add or Edit Continuing Education Credits for Custom Courses » 🖲	Who Can Add, Edit, and Delete Custom
Organize Courses and Checklists Using Curricula » 🥹	Courses?
Your Custom Courses and Checklists	Site administrators can work on any course. Click on the CourseBuilder tab to view, add, edit, and delete custom courses.
Ist By Curriculum Ist Alphabetically Search	Subadministrators can have a CourseBuilder subadministrator role for a particular custom course. This lets them edit the selected course. Subadministrators access this by logaina in.
Click on the + button next to a curriculum to see associated custom courses and checklists.	then clicking on the Subadministrator tab, then clicking "CourseBuilder" next to the course they want to edit.
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OHS Laboratory Information System	



Step Five

Health System

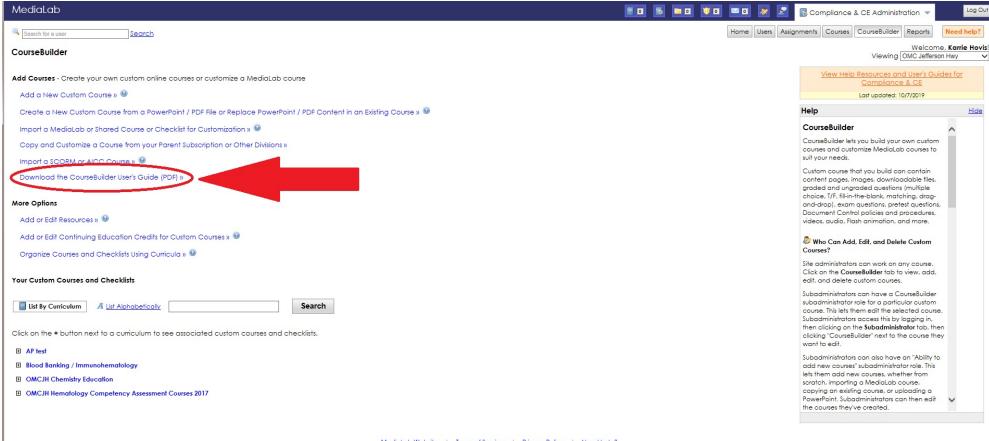
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 - Text File (TXT)
 - Microsoft Word (DOC)
 - PowerPoint (PPT)
 - Excel Spreadsheet (XLS)
- Video Files
- Audio Files



User's Guide



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COURSEBUILDER

User's Guide

Build your own courses or customize ours!

Revised: 6/2019

Help!

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Additional Information]	/	access through MediaLab. First, enter a course name and a course author. These are
(e.g. audience, purpose, level of difficulty) Optional	í í			required fields.
			1	Next, you may enter additional information about the course. This field is optional. Then select whether you would like the course to appear only within Compliance
		In	nstructions:	& CE, or in both Compliance & CE and Compass.
Publishing Status	Published - can be assigned to users			Select the <u>curricula</u> to which you would like to add the course by clicking the boxer next to the appropriate curricula in the scraling box. Curricula are lists of courses
Curricula 😣 Optional	Abbott Bioterrorism			related by topic. You may also create new curricula, and add the course to them by entering names for the
	Blood Banking / Immunohematology			curricula in the text box.
	Body Fluids			Finally enter the number of credit hours the course will be worth. This feature is intended for internal tracking of
	Cose Studies			continuing education requirements by your institution. MediaLab does not endorse or award the continuing
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	determine eligibility of CE credits. The CE credits defined below are primarily			
	designed to be used for your institution's internal continuing education requirements.			
Give correct/incorrect feedback to students during exams?				
	O No - DO NOT give correct/incorrect answer feedback			
	This is to control if 'correct/incorrect answer' feedback is given to students taking exams.			
	If "No-DO NOT give correct (incorrect) answer feedback" is relacted, the correct answer will not be shown and the user will not be informed if the answer was right or wrong.			
Is this a survey type course?	O Yes - questions are ungraded			
	No - questions are graded			
	Survey courses are ungraded and questions do not have correct answers. Use these courses to collect user opinions or feedback.			
	Regular, non-survey courses are graded and having a passing score.			
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METRICS



ISO 15189 Courses Completion Rate





ISO 15189 Courses Total Hours

COURSE	% COMPLETE	# COMPLETED	TOTAL	To be Completed	Course Hours	Total Hours Completed	
15189 Walkthrough	90.5%	67	74	7	2	134	
QMS Implementation Roadmap	88.4%	61	69	8	2	122	
Document Control	90.0%	63	70	7	2	126	
Quality Manual Development	87.0%	60	69	9	2	120	
Management Review	87.1%	61	70	9	2	122	
Internal Auditing	84.5%	60	71	11	3	180	
Root Cause Analysis	84.3%	59	70	11	6	254	
						1158	Grand Tota



CLSI Courses

- 5 Courses Built
- 300 minutes of course material
- 9 3 PowerPoint Presentations
- 2 Video Presentations
- Quiz with each course
 - 80% to pass
 - 100% passage rate



MediaLab

Laboratory-Centric Quality Management Solutions

One Platform, Many Quality System Options

October 15 & 16, 2019

Who is MediaLab?

- We are a leading provider of cloud-based laboratory software solutions worldwide since 2001.
- MediaLab's founder is a pathologist and our staff includes the experience of former laboratory administrators and educators.
- MediaLab ONLY works within the healthcare industry.
- We believe in using quality-driven processes and intuitive tools to manage the compliance pressures your laboratory faces.
- We support over 3,500 customers including hospital labs, reference labs, specialty labs, public health labs, DoD labs, and more.
- MediaLab values client relationships much of our new sales are based on referrals!



Compliance & CE

- Robust, online learning management system
- Create custom, self-grading courses using Coursebuilder
- Add extras: Word or PDF files, PowerPoint slides, images, audio, and video
- Provide continuing education, safety and compliance courses
- Assignment, tracking and reporting features

View Reports

All users (Only active users) *Curriculum: HIPAA, Curriculum: Laboratory Safety, Curriculum: Medicare Compliance, Curriculum: OSHA Compliance* Completed assignments as of today Assigned between 10/10/2018 and 10/10/2019

Printable Version Export to CSV

Status Legend Pot started, Pailed, In Progress, Complete

	User	Course / Checklist	Assigned	Completed	Due 🔺	Content	Exam	Time	
۰	Smith, Li	Packaging and Shipping Infectious Materials	3/6/2019	5/3/2019	12/1/2019	Complete	80%	0h 51m	
۰	Smith, Lyudmila	Laboratory Ergonomics	7/18/2019	7/31/2019	8/1/2019	Complete	100%	0h 20m	
۰	Miller, Bernard	Laboratory Ergonomics	7/18/2019	8/1/2019	8/1/2019	Complete	90%	0h 9m	
	Garcia, Waiden	Laboratory Ergonomics	7/18/2019	7/31/2019	8/1/2019	Complete	100%	0h 19m	
۰	Brown, Maria	Laboratory Ergonomics	7/18/2019	7/18/2019	7/31/2019	Complete	100%	0h 17m	
۰	Harris, Sabina	Packaging and Shipping Infectious Materials	6/21/2019	6/28/2019	7/21/2019	Complete	87%	1h 6m	
۰	Robertson, Alexis	Packaging and Shipping Infectious Materials	6/14/2019	6/26/2019	7/14/2019	Complete	80%	0h 56m	
۰	Smith, Nikko	Packaging and Shipping Infectious Materials	6/3/2019	6/6/2019	7/3/2019	Complete	87%	0h 36m	
۰	Garcia, Michael	Packaging and Shipping Infectious Materials	6/3/2019	7/2/2019	7/3/2019	Complete	73%	0h 49m	
	Lee, William	Packaging and Shipping Infectious Materials	5/31/2019	6/1/2019	6/30/2019	Complete	80%	2h 37m	
۰	Owens, Marlene	Packaging and Shipping Infectious Materials	5/20/2019	6/17/2019	6/19/2019	Complete	80%	0h 14m	



Lisa D. Quality Manager Hospital & Health Care, 51-200 employees Used the software for: 2+ years

Overall Rating	****	5/5
Ease of Use	****	5/5
Customer Service	****	5/5
Features	****	5/5
Value for Money	****	5/5

"Such an easy system to keep up with regulatory requirements...wish it was around long time ago!"

Overall: Made everyday tasks require mush less time, so that I could focus on matters that need more attention.

Pros: Not only does this software help our lab stay in compliance, it makes it so easy. New users are able to figure out how to navigate it with very little instruction, which makes them more eager to go back to it again and again. As an administrator, I can pull important information quickly to help me stay on top of matters before they fall through the cracks! Our management team likes the e-mail reminders, which frees us from micromanaging our employees. Staff from all levels appreciate its usefulness!

Check out our glowing reviews on Capterra

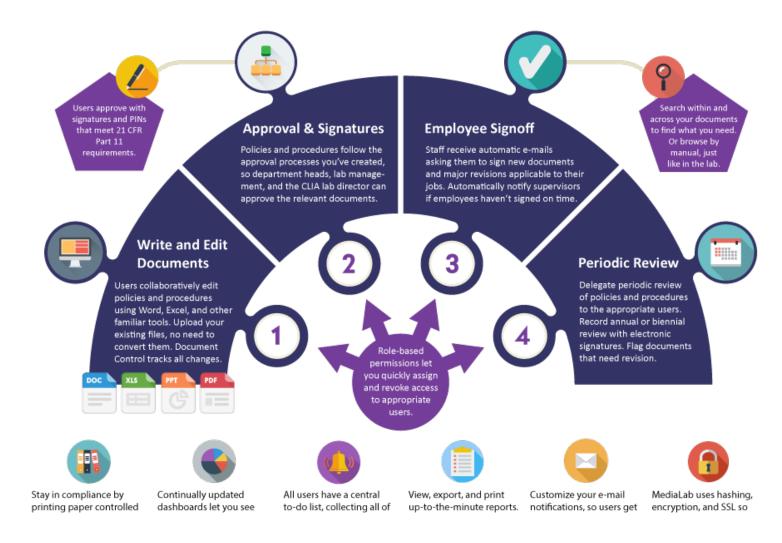
https://www.capterra.com/p/165069/Compliance-CE/reviews/



Document Control

- User-friendly
- Manage SOPs, policies, forms, IQCPs, and more
- Custom approval and review workflows
- Automated sign-off requests, approval requests
- Email reminders!!!

Policies, procedures, lab director approval, biennial review. With **Document Control**, nothing falls through the cracks.



Document Control

Managing the Full Document Life Cycle



Upload/Organize

Upload and organize your existing SOPs, policies, forms, job aids, attachments, and more into sleek online manuals



Revise

Revise documents easily with automated approval processes and employee sign-offs



Receive

Receive automated periodic review reminders specific for each document and admin



To-Do Lists

Individualized To-Do lists show admins and employees exactly what tasks require their attention



System Syncing

Seamlessly syncs with InspectionProof to provide access of current and approved documents at all times



InspectionProof

\$ } }	Create	Create online inspection events with your actual inspection windows and custom CAP checklists •On-site AND Self-inspections	●	CAP,
<u>下</u>	Add Evidence	Use your approved and current SOPs, policies, and documents to add evidence of compliance to checklist items		ASHI more
A	Updates	Document links automatically update as revisions are made in Document Control	•	Self, on-si
	Delegate	Delegate checklists to respective supervisors, directors, admins	٠	Sync chec
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- CAP, COLA, TJC, ASHI, AABB, and more
- Self, mock, and on-site
- Syncing to newest checklist versions

Personnel Documentation

- Define and assign required document types by title or job description
- Delegate the user(s) responsible for uploading documentation
- Access all documentation in one place
- View and search Word, PDF, and scanned images of documentation
- Reports for users, groups, and documentation types
- Meet CMS, CAP, and Joint Commission requirements for personnel records

Personnel Documentation Types
Add a New Personnel Documentation Type »
Name
Academic Diploma or Transcript
Board certification (MediaLab default)
<u>College degree (associate degree, bachelor's, master's, earned doctorate, medical degree) (MediaLab default)</u>
Continuing Medical Education (CME) credit hours (MediaLab default)
<u>Curriculum Vitae (CV) / resume showing laboratory training and experience</u> (MediaLab default)
Education transcript showing earned credit hours from accredited institutions (MediaLab default)
<u>High school diploma or equivalent (MediaLab default)</u>
National laboratory personnel license (ASCP, AMT, etc.) (MediaLab default)

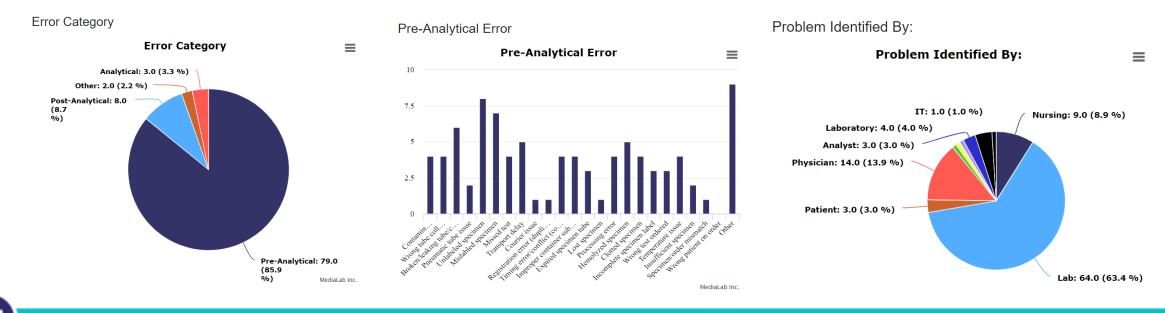
POCT Compass

- Competency profiles for each POCT device or PPM
- Use our pre-built library or create your own
- Develop observation checklists, PT activities, problem-solving quizzes
- Document skills fairs, maintenance logs, and more
- Assign, observe, review, and track
- Powerful reporting



IQE - CAPA

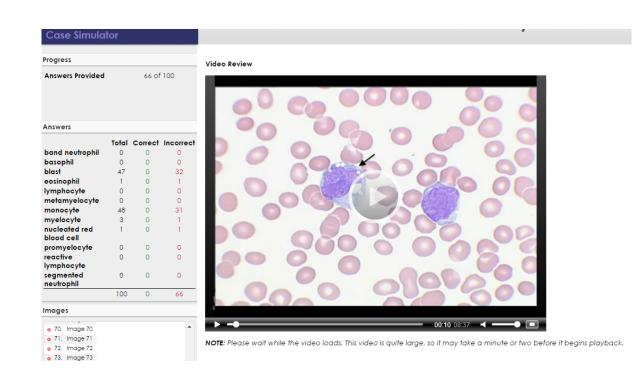
- Non-conforming event management
- Use templates or custom build event forms
 - NCE, PT failures, Customer feedback, Change Control, and more
- Create and export beautiful reports, charts, and data table with ease



Virtual Microscopy Simulators

Assembled and peer-reviewed by a panel of experts from the Louisiana State University Health Science Center and MediaLab:

- White Blood Cell Differential Simulator
- Advanced White Blood Cell Differential Simulator
- Red Blood Cell Morphology Case Simulator
- Urinalysis Case Simulator
- Body Fluid Count Simulator





Virtual Microscopy Simulators

Body Fluid Count Simulator

MediaLab

Case 1: Peritoneal fluid from a 45 year male Appearance Hemocytometer Calculation Cytospin Identify Cells Tutorial TA

Gross Appearance



Case 1: Peritoneal fluid from a 45 year male

Appearance Hemocytometer Calculation Cytospin Identify Cells Tutorial

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Hemocytometer Cell Count

Square #	Nucleated Cells	RBCs
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4		
5		





Virtual Microscopy Simulators

MediaLab **Body Fluid Count Simulator**

rance Chemistry	Microscopic	Tutorial					
e stick over the ch	art to help you	read the res	ult.		Image using Mul	ltistix 10 SG Reagent	Strips (Siemens #2161)
LEUKOCYTES 2 minutes	NEGATIVE		TRACE	SMALL .	MODERATE ++	LARGE + + +	
NITRITE 60 seconds	NEGATIVE		POSITIVE	POSITIVE	(Any degree of unifor	rm pink color is positive)	
UROBILINOGEN 60 seconds	NORMAL 0.2	NORMAL 1	mp.kt. Z			(1 mg = apprex. 1EU)	
PROTEIN 60 seconds	NEGATIVE	TRACE	mg/dL	100	, 300	2000 or more + + + +	
pH 60 seconds	5.1	- 11	1.5	11	7.5		15
BLOOD 60 seconds	NEGATIVE	HEMOLYZED .	HEM OL YZED MODERATE	HEMOLYZED HEMOLYZED	SMALL	MODERATE	LARGE +++
SPECIFIC GRAV	1.000	1.005	1.010	1.015	1.829	1.025	1.030
KETONE 40 seconds	NEGATIVE		mg.VEL TRACE	SMALL IS	MODERATE	LARGE	LANGE DE CONTRACTOR
BILIRUBIN 30 seconds	NEGATIVE		SMALL	MODERATE	LARGE		
GLUCOSE 30 seconds	NEGATIVE		g/dL (%) 1/10 (tr.) mg/dL 100	1.4	1.2	1000	2 or more 2000 or more

Appearance	
Color	T
Clarity	T
Chemistry	
Leukocytes	T
Nitrite	T
Urobilinogen	T
Protein	•
pН	¥
Blood	▼
Specific Gravity	¥
Ketone	T
Bilirubin	T
Glucose	▼
Microscopic	
WBCs (/hpf)	*
RBCs (/hpf)	•
Epithelial cells (/hpf)	¥
Epithelial cell type	Ŧ
Yeast	T
Bacteria	T
Trichomonas	T
Microscopic - Casts	
hyaline	

RBC casts

WBC casts

fine granular

coarse granular

70 year old male from home health service

Appearance Chemistry Microscopic Tutorial



50 microns

Previous Overview Next Field Number 12 of 50

Focus - Focus +

Appearance
Color
Clarity
Chemistry
Leukocytes
Nitrite
Urobilinogen
Protein
рН
Blood
Specific Gravity
Ketone
Bilirubin
Glucose
Microscopic
WBCs (/hpf)
RBCs (/hpf)
Epithelial cells (/hpf)
Epithelial cell type
Yeast
Bacteria
Trichomonas
Microscopic - Casts
hyaline
RBC casts

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Mic hyal RBC casts WBC casts fine granular coarse granular



NEXT STEPS

01

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