

Memorandum

To: Mary K. Greene, MD.
Anne L. Calkins, MD.
Dawn Light, MD.
Mark Warren, DO.
Frank Planki, DO.

From: Elizabeth H. Ey, M.D.

Date: May 16, 2016



- **Springboro reading station** – The relocation of the PACS reading station seems to have helped with the excessive noise from construction. The CT/MR console area is very cold. I have brought this to Melanie’s attention. She is having the building services look into it. The reading room is not to be used as a storage closet in the meantime. If you find equipment stored in that room, please let the radiology techs know and they will have it moved.
- **Weekday ultrasound readings** – The ultrasound schedule has been very busy lately, especially at the off-site centers. The load is pretty heavy for the radiologist assigned to Springboro. My thoughts are that should probably have not only the 6:30 am radiologist but also the 9 am radiologist read the US studies before 10 am. After 10 am, we may want to assign ultrasound to 2 radiologists. If you do check an US study, be sure to have the US tech indicate that in the tech notes. Before you read an US study, be sure to check the tech notes to see if another radiologist has already looked at the study. Please share your thoughts about this with all of us.
- **ICU/Imaging daily review** – Pat Abboud and her colleagues would like to have a short daily conference to review current studies for ICU patients. A WebEx format has been proposed allowing everyone to dial in and have the radiologist demonstrate the images and findings. The proposal is to have the conference before 8 am and to block the fluoro schedule for the 15-20 minutes needed to review current cases. Please share ideas on this proposal. We may trial it as soon as the beginning of June.
- **Pandemic Influenza Functional Exercise** – The Public Health Department Dayton and Montgomery County along with the Greater Dayton Area Hospital Association is conducting a drill or “functional exercise” with a mock influenza pandemic. The drill will be conducted on 3 different days. Day 1 (Initial Outbreak) has already been completed on May 10. Day 2 (Outbreak at its height) will be on May 17 and Day 3 (Recovery) will be on May 24. These will be half day exercises from 8 am to noon each day. We may be asked to be involved or to answer questions regarding our department operations. Information about the drills and procedures to follow can be found in the radiology staff lounge or with Melanie.
- **Radiologist Schedules** – Mark Warren has agreed to take over the radiologist monthly and weekly schedules beginning with the July schedule. Please be sure to place your requests for time off or specific shifts to work/not work in Qgenda as soon as possible.
- **Next radiologist meeting** – Monday, May 23 at 12:30 pm in the lab conference room. If you have an agenda item to discuss, please forward it to me in an e-mail. Lunch will be provided. Peggy will send the call in information in advance. Remember, you need to attend or call in to at least 80% of these meetings.