

Memos of the week August 25th 2025



Vacation Requests : Put in your requests for winter vacation. You have until September 1st.

Sweaters: It is time to place your orders! The price is 82\$. You can still come try on sample sizes in the ANM office. [Deadline to order September 12th at 15h.](#) Send money via e-transfer to melinda_angel@hotmail.com. No need for a password.

Vitamin K: The unit has been busy lately, with no beds on postpartum. Sadly, we missed a Vitamin K for a baby. Reminder this needs to be given within 6hrs of life. Some of our LPNs and some nurses are trained. If no one is available, please call D6 to let them know they need to send a nurse to administer the Vitamin K before the 6hr mark.

Double identification: Verify the name and DOB of patient before documenting and taking blood samples. We had two patients with similar names and date of births who got mixed up upon admission. The error was caught early but blood samples had to be canceled and the patient repoked.

Delivery beds: Do not push them completely against the wall. When moving the bed up and down, it causes damage to the wall if the bed is too close.

OR table: One of the OR tables has a broken arm rest, we suspect it is caused by the stretcher being too close during patient transfer. Try to leave a one inch gap between the stretcher and the OR table when transferring patients.

Service de paie: See attachment for details about changes to how the critical care premium is paid out.

Quality of life at work Committee: This committee organizes staff appreciation events for the MCH and Women's health and they are currently recruiting staff members to help plan, organize, and execute events. See attachment for details. If you are interested in joining the committee, please email qualityoflifeatwork@muhc.mcgill.ca to express your interest.

Jenn, Ingrid, Malisa, Melinda, Akari, Ruth-Lynn, Elisabeth, Magda & Sophia 😊