



**Relate, Motivate,
Elevate, Celebrate**

**Laboratory Management and
Leadership Development Workshop**



Saturday, August 10, 2024

8:00 a.m.- 5:00 p.m.

**Embassy Suites by Hilton Grapevine DFW Airport North
Grapevine, Texas**

See preliminary agenda on back. More information coming soon.

Presented by the College of Reproductive Biology (CRB), a not-for-profit special interest group of the American Association of Bioanalysts (AAB). CRB provides a focused forum for andrologists and embryologists to communicate with each other, share ideas and knowledge, and foster closer collaborations.

CRB Laboratory Management & Leadership Development Workshop Preliminary Agenda

- **Daring to Lead - Building a Learning, Cohesive and Successful Team**
 - ▶ Team building, leadership, and leadership styles
 - ▶ Creating a high-performing, dependable, accountable team with psychological safety and a respectful work environment
 - ▶ Strategies staff satisfaction, retention, embracing challenges and fostering collaboration
 - ▶ Safe, open communication and conflict resolution - their roles in error prevention
 - ▶ Techniques for de-escalating challenging situations and rules for negotiation
 - ▶ Strategies for managing technically skilled team members who may not fit or embrace the team dynamic
- **I Didn't Go to School for This - Governance, Business Management, and Strategic Operations Within the Lab Team**
 - ▶ Creating an atmosphere of governance, management, and operations
 - ▶ Demonstrating a strong and united laboratory to clinical and business leaders
 - ▶ The laboratory's role as the engine of the IVF program and asserting leadership
 - ▶ Business management for laboratory managers/directors, including budgeting and financial acumen
 - ▶ Tips for successful vendor negotiations and management
 - ▶ Identifying opportunities for cost savings in laboratory operations
- **Crossing the Aisle - Effective Collaboration with Physicians, Clinical Staff, and Administrators**
 - ▶ Strategies for improving communication and promoting collaboration with physicians and clinical staff
 - ▶ Techniques for advocating for pay raises with upper management
 - ▶ The importance of fair compensation and its role in retention
- **Expecting the Unexpected - Staffing Models, Daily Scheduling and Staff Support**
 - ▶ Defining and supporting staffing models from a practice administrator's perspective
 - ▶ Laboratory organization chart and staffing needs on laboratory operations
 - ▶ Managing daily staff schedules, unexpected challenges and setting expectations
 - ▶ Helping team members reach their potential and work at the top of their license
 - ▶ Protecting time for leadership and management
- **Systems Checks - Lab Performance Assessment, Regulatory issues, and Troubleshooting**
 - ▶ Regulatory requirements, challenges, and strategies for compliance
 - ▶ Analyzing data & troubleshooting when KPIs fluctuate
 - ▶ Measuring performance and competency, addressing "technical drift" and change
 - ▶ Using PivotTables for assessing laboratory performance
 - ▶ Overview of CLIA and FDA regulations
 - ▶ Discussion of managing tissue bank licenses in different regions (HealthCanada, California, New York)