

ASCLS BOARD OF DIRECTORS ANNUAL MEETING AGENDA
Sunday June 28, 2020 9:00 a.m. – 1:00 p.m. Eastern
Virtual - Zoom

Call to Order

Roll Call

Minutes Committee

Standing Rules (1)

Kyle Riding
Claude Rector and Stephanie Mihane
Kyle Riding

Minutes

Email Ballots (2)

2020 Interim Board Meeting (3)

Board Conference Call 4/22/2020 (4)

Administrative Report

Jim Flanigan

Strategic Discussions - Opportunities/Threats/Concerns

- The Impact of COVID-19 on ASCLS
- Needs vs Availability of Resources: Relative availability of resources compared to other laboratory organizations and needs that exceed those resources (constituent society needs for services and support; PR and external communications; scientific publishing)
- Competition: ASCLS market position competing for members/volunteer time/attention
- Diversity & Inclusion: structured platform to educate, discuss, & thoughtfully consider appropriate actions to move the lab community forward.

Board Reports

President-Elect (5,6,7)

Requests for Action

Maddie Josephs

Board Committees

Finance Committee (8,9,10)

Requests for Action

Kyle Riding

Committees, Taskforces, Liaisons

Choosing Wisely (11)

CLEC Steering Committee (12)

Clinical Laboratory Science (13,14, 15, 16, 17, 18)

HPN (19)

Constituent Society Taskforce (20,21)

Position Paper Taskforce (22)

Requests for Action

Stephanie Mihane

Maddie Josephs

Therese Abreu

Roslyn McQueen

Roslyn McQueen

Maddie Josephs

Specific Concerns

Region VIII (“*Standard comm channels cumbersome*”)

CLEC Steering Committee

Leadership Development Committee

Stephanie Mihane

Maddie Josephs

Jean Bauer

New Business

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Cindy Johnson

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STANDING RULES FOR THE ASCLS BOARD OF DIRECTORS

1. Where applicable, the rules of the House of Delegates will apply.
2. Guests may request recognition from the Chair to speak to a motion under discussion. If a board member and a guest request recognition at the same time, the board member will be recognized first.
3. Any request for action in a committee report must be referred to the Board.
4. The Board will act upon committee reports in one of the following manners:
 - a. recommend adoption
 - b. recommend rejection
 - c. refer to the House without Board action
5. Any recommendation which originates within the Board and is subject to House review will be acted upon in the following manner:
 - a. recommend adoption and initiate motion
 - b. refer to the House without Board action
6. To "commend" is to single out for praise in the performance of duty or function, and should be used to denote special activity worthy of note. Individuals may be recognized on an individual basis or may be singled out as one within a group.
7. The President can ask specific board members to speak on behalf of the Board on items referred to the House of Delegates in order to bring the views of the Board to the assembly. Likewise specific members of the Board can be asked to speak on behalf of a Board action during the House meetings.
8. Members voting in a minority must indicate to the secretary when they wish their vote to be recorded in the minutes.
9. There should be minimum use of the process of decision by consensus.
10. An executive session may be held at any time during a meeting at the call of any member of the Board.
11. Mail or email ballots may be utilized whenever it is deemed advisable.
12. Telephone ballots using the roll call tabulation may be utilized whenever it is deemed advisable.
13. Alcoholic beverages in any form are not permitted at a meeting of the Board.

14. All requests for action which are approved by the Board which require a commitment of society resources will be subject to allocation of those resources before implementation.



REPORTS TO:	Board of Directors
REPORT FROM:	A-1 President
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Cindy Johnson
DATE:	5/27/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

The laboratory community has been thrust into the national spotlight because of the Coronavirus pandemic. As laboratory professionals we have had the opportunity to educate healthcare providers, the public, and our governmental officials on the many services the laboratory community provides in prevention, diagnosis, monitoring, and treating disease. Thank you, Heroes in Lab Coats!

Activities Since the Last Report

- Participated in weekly conference calls with Jim Flanigan, ASCLS Executive Vice President
- ASCLS Today – Submitted president's column for April, May and July.
- Conducted monthly calls with President-elect, Maddie Josephs and Past President, Roslyn McQueen
- Conducted monthly calls with the ASCLS Board of Directors and ASCLS Staff
- Participated in the Joint Annual Meeting Steering Committee (AMSC) planning meetings
- Participated in the Clinical Laboratory Educator's Conference (CLEC) Steering Committee conference calls
- Participated in the Position Paper Task Force conference calls
- Participated in several meetings of the House of Delegates Task Force
- Participated in the monthly GAC conference calls
- Addressed issues and concerns of various ASCLS committee chairs
- Resolved appointment issues with ASCLS President Elect and Committee chairs
- Responded to communications from ASCLS members and regional directors as requested
- Communicated with ASCLS Committee Chairs, Task Force Chairs, and BOD as needed, responded to communications as requested

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

Extend appreciation to the Board of Directors, Joint Annual Meeting Steering Committee and ASCLS Staff for their hard work in assuring that we will be able to have the 2020 Joint Annual Meeting virtually. The attendees will have an opportunity to access nearly 60 hours of P.A.C.E.®-approved credit sessions.

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	A-3 Secretary-Treasurer (email motions)
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Kyle B Riding, PhD, MLS(ASCP)
DATE:	6/4/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

N/A

Activities Since the Last Report

Email Motion #19 (4/7/2020)

Josephs move that the ASCLS Board of Directors approve the reappointment of Dana Duzan to another term as an ASCLS representative to the ASCP-BOC Board of Governors.

Ayes – 15 Nays – 0

Email Motion #20 (5/5/2020)

Lefors move that the ASCLS Board of Directors approve the expenditure of \$10,875 from the Ascending Professionals Forum escrow fund to support registration scholarships to the 2020 Joint Annual Meeting for Ascending Professional and Developing Professional members

Be it noted: The Board of Directors has already approved an allocation of more than \$7,000 for Ascending Professionals Forum travel grants to the Joint Annual Meeting. The Forum proposes supplementing that with additional funds raised from this year's Lab Week Run to reach the \$10,875 total. This funding will allow for up to 75 full registration scholarships.

Applicants must be members of ASCLS as of April 30th and experiencing some form of financial hardship (themselves or their household). Priority will be given to applicants who have not attended an ASCLS Annual Meeting before.

Ayes- 15 Nays – 0

Email Motion #21 (5/13/2020)

Josephs moves to appoint Terry Kotrla as Vice Chair of the CLEC 2021 Steering Committee.

Ayes – 15 Nays - 0

Email motion #24

Josephs moves that the ASCLS Board of Directors approve to extend the term of Janice Conway-Klaassen as Chair of the Body of Knowledge for one year.

Be it noted the current chair has indicated that she would like to continue in this role on the BOK committee as the current situation has impacted the work of the committee.

Ayes – 15 Nays – 0

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

N/A

Request for Action

I move that the ASCLS Board of Directors accept this reporting of the email motions, as presented.



**ASCLS Board of Directors
Interim Board Meeting
Zoom Teleconference
March 15, 2020**

Present:

Cindy Johnson, President	Claude Rector, Region VII
Maddie Josephs, President-Elect	Stephanie Mihane, Region VIII
Roslyn McQueen, Past President	Kristen Croom, Region X
Kyle Riding, Secretary/Treasurer	Eykka Gundlach, Developing Professional Director
Lisa Hochstein, Region I	Elizabeth LeFors, Ascending Professional Director
Nadine Fydryszewski, Region II	Jim Flanigan, Executive Vice President
Janelle Chiasera, Region III	Melanie Giusti, Professional Development & Project Management Director
Beth Warning, Region IV	Andrea Hickey, Membership Services/P.A.C.E.® Director
Jean Bauer, Region V	Julia O'Donnell, Marketing and Communications Director
Kim Von Ahsen, Region VI	

Excused Absence: Terese Abreu, Region IX Director

Virtual Gallery (ASCLS Leadership Academy):

Crystal Austin	Cliff Cymrot	Sophia Chandrasekhar
Billie Ketelsen	Jasmine Pante	Stephanie Moore
Cherika Robertson	Romy Selzer	Galina Dronova
Elinette Albino-Rodriguez	Hosanna Anyatonwu	Rebecca Rogers

President Johnson called the meeting to order at 1:00 PM EST, March 15, 2020. The Secretary took a roll call.

The Minutes Committee for this meeting consisted of Lisa Hochstein, Jean Bauer, and Kristen Croom.

Minutes

Motion #1: Riding moved that the ASCLS Board of Directors adopt the Standing Rules for the ASCLS Board of Directors.

Seconded by Von Ahsen. Motion carried

The following email motions were read into the record:

Email Motion #14 (11/5/2019)

Josephs moves that the Board of Directors approve the appointment of Djoni McLeod, Developing Professional, to the Membership Committee for 2019-2020.
Ayes – 15 Nays – 0

Email Motion #15 (11/5/2019)

Josephs moves that the Board of Directors approve the appointment of Charlotte Romain as the Chair of the Promotion of the Profession Committee for 2019-2020. **Be it noted:** Alice Hawley stepped down as the chair of this committee.
Ayes – 15 Nays – 0

Email Motion #16 (12/4/2019)

Josephs moves the ASCLS Board of Directors approve the appointment of Kyle Riding (chair), Roslyn McQueen, Eykka Gundlach, Julie Bayer-Vile, Barbara Brown, and Laura Hook-Woods to the House of Delegates Engagement Task Force. **Be it noted:** The task force is charged with reviewing the roles, duties, and scheduled meetings of the HOD and making recommendations to the BOD.
Ayes – 15 Nays – 0

Email Motion #17 (12/9/2019)

Josephs moves that the Board of Directors approve the appointment of Leah Ade, Ascending Professional, to the Promotion of the Profession Committee. **Be it noted:** Leah will replace Joshua Cannon who resigned from the committee.

Ayes – 15 Nays – 0

Email Motion #18 (1/8/2020)

On behalf of the Leadership Academy Committee, Josephs moves that the Board of Directors approve the appointment of 4 additional members to the committee beginning in the next societal year. **Be it noted:** this will increase the committee from 6 to 10 members.

Ayes – 15 Nays – 0

Motion #2: Riding moved that the ASCLS Board of Directors accept the reporting of the email motions, as presented.

Seconded by Chiasera. Motion carried

Motion #3: Riding moved that the ASCLS Board of Directors accept the minutes of the Fall Board Meeting dated November 1, 2019.

Seconded by Josephs. Motion carried

Administrative Report:

Jim Flanigan, Executive Vice President, presented an overview of the Administrative report. The Board of Directors had an opportunity to ask questions.

Financial Report:

At the request of ASCLS Secretary/Treasurer, Jim Flanigan discussed the current finances and the impact of COVID-19 on the ASCLS. The Board of Directors had an opportunity to ask questions.

Strategic Discussions – Opportunities/Threats/Concerns**Educational Needs of Future Laboratory Supervisors, Managers and Directors**

Currently other associations and for-profit companies that have made training modules aimed at laboratory supervisors and managers. However, much of this content is at an intermediate to advanced level with little material available to support newer supervisors/managers or current bench-level practitioners who aspire to such a role. It was discussed that many institutions do their own in-house training. However, this raised two concerns: 1) it only focuses on institutional practices and 2) it typically is only offered to those who have recently been promoted and does not support those who aspire to those positions.

There are a variety of manners by which ASCLS could help fill this gap and provide value to our members interested in such a product. Some ideas raised include webinar series, a new supervisor/manager institute, and badging/microcredentialing. However, more data is sought on target audience and need. Might need study on needs of the programming. The Board of Directors has referred this discussion to the Long Range Planning Committee.

Laboratory and Volunteer Workforce Impact of Burnout

With a variety of associations within medical laboratory community, for this reason it is important to understand why folks engage in volunteer activities. The choice to volunteer is often within organizational control and must be duly considered in leadership decisions. The recent study published by ASCP on professional satisfaction and burnout demonstrates a need to assure folks find meaning and value in their professional life. The COVID-19 situation has amplified stress.

Kyle Riding mentioned that the House of Delegates Engagement Task Force has noted a need for clarity on what our volunteers do. They also noted we must be more inclusive, not have high travel costs, and must assure volunteer activities are clearly defined and can have meaning to the member. Janelle Chiasera commented that this is a crucial moment for ASCLS and the laboratory community as a whole and the need to act is present.

We need to do something and help our profession - volunteer workforce or not. We need to support our peers. Jim Flannigan will be connecting with members of the board and staff to develop tools that may help bring our community together to support one another at this challenging time.

Professional Fragmentation: Professional Nomenclature

The Board of Directors was given the opportunity to review a draft of position paper from an ASCP-BOC task force. This task force was charged with evaluating issues associated with professional nomenclature and the importance of consistent naming. The overall theme of the paper is not one set on finding solutions. Instead, it aims to define the problem in a way that can generate dialogue between various stakeholders (e.g. other associations, employers, state licensing board) over time. If agreement can be reached on the problem related to our professional identity, finding solutions can follow.

At this time, the position paper resides with the ASCP-BOC. Upon their approval, the final version of the position paper will be sent to sponsors for consideration and adoption.

Constituent Societies Needs for Services

Based upon a number of reports, our Constituent Societies are looking for services that will help them improve their operational efficiency. Such services include: financial expertise, website hosting, advice on marketing and branding, events management, and how to deliver value to members. It is important to note that the Constituent Society Task Force data demonstrates a strong need for provide guidance on how to effectively manage finances in an appropriate and strategic manner. This is not simply a Constituent Society need but also a need for Regional Councils. The Board of Directors was advised to consider what we can deliver, how to deliver it, and how to allocate financial and human resources to support this.

A concern was brought up that a comprehensive training on a events management app was provided. However, quite a number of Constituent Societies did not adopt this platform and instead went into a program they chose. They then felt ill-prepared to manage. This raised a bigger question about how a community of professionals focused on standardized processes and achieving meaningful outcomes is focused on 'cheap' instead of 'effective.'

Jim Flannigan provided an overview of some current opportunities. In regards to branding and website management, there is a module in our online communities that can be used for each Constituent Society to have similar appearance and cohesion in the ASCLS brand. This carries a cost of \$7000/year. We also have a master agreement with Cvent for events management. Discussion about standardization amongst Constituent Societies was discussed. While these opportunities exist, we need to assess and understand need before committing human or financial resources.

These concerns are being referred to the Constituent Society Task Force for consideration and recommendations.

Delivering Member Value and its Impact on Recruitment and Retention

When Members value belonging to an association more than the money they spend on their annual dues they retain their membership. Leaders are more readily able to see value but those not in leadership roles may not find value as easily. It is important to remember this difference in perspective when assessing the value of membership.

It was noted that the recent publication on burnout and professional satisfaction demonstrated a need to focus on the people in our profession. We need to be a source of meaningful content and programming related to soft skill development, mindfulness, diversity/inclusion, and how to avoid burnout. These factors are not being consistently or effectively addressed in educational programming within the profession as a whole. While PACE credits on technical skills are important, our community needs more.

These thoughts are being referred to the educational program steering committees. It was felt that the virtual learning steering committee must play a very active role in this.

Marketing/Communication: Audiences and Websites

Rebecca Rogers shared a high-level overview of the high-priority audiences and goals associated with each audience with the Board of Directors. It was also mentioned that an individual may fall into several of these audiences but that this creates an opportunity for customized and consistent communication that delivers valuable information based upon their relationship with ASCLS. The overall request from the Marketing and Communications committee was for the Board of Directors to determine if these audiences and associated goals were aligned with our strategic efforts. The Board of Directors felt that the proposed audiences and goals were well-suited for the strategic direction of the association.

Board Reports:

Region I:

Motion #4: Hochstein moved that the ASCLS Board of Directors direct the development of mechanisms to provide constituent societies with expertise and resources that are needed for specific activities, especially when they involve professional skills (e.g. online design, marketing communication, finances) (ASCLS-NY)

Seconded by Josephs. Motion Referred to Constituent Society Task Force

Motion #5: Hochstein move the ASCLS Board of Directors refer Motion #4 to the Constituent Society Task Force.

Second by McQueen. Motion Carried

Region V:

Motion #6: Bauer moved that the ASCLS Board of Directors continue to pursue automatic membership renewal and multiyear memberships.

Seconded by Fydryszewski. Motion Carried

Region VII:

Motion #7: Rector moved that the ASCLS Board of Directors investigate the possibility of utilizing the same platform for hosting National Meeting information via a mobile app be made available to the state societies for use at local meetings. This aligns with utilization of resources that are already in use and will allow attendees easier and quicker access to event information.

Seconded by Hochstein. Motion Withdrawn

Region IX:

Motion #8: McQueen moved that the ASCLS Board of Directors consider Portland Oregon as a location for a national meeting.

Seconded by Hochstein. Motion Carried

Motion #9: McQueen moved that ASCLS Board of Directors utilize the data from the constituent society survey to pair constituent societies that are struggling with those that are thriving in a mentor mentee relationship.

Seconded by Lefors. Motion Referred to Constituent Society Task Force

Motion #10: McQueen moved that the ASCLS Board of Directors refer Motion #9 to the Constituent Society Task Force.

Second by Josephs. Motion Carried

Ascending Professionals Forum

Motion #11: Lefors moved that the ASCLS Board of Directors approve allocating 20% of profits earned each year from the Lab Week Run (LWR) fundraiser to the Developing Professionals Forum (DPF), to be used for travel grants. Be it noted: the Ascending Professionals Forum expects that at least one DPF member will sit on the LWR subcommittee.

Seconded by VonAhsen. Motion Carried

Developing Professionals Forum

Motion #12: Gundlach moved that the ASCLS Board of Directors approve the updated governance documents of the Developing Professional Forum. Be it noted: These updates reflect changes to the name of the forum and more closely follow the governance documents of the Ascending Professional Forum.

Seconded by Hochstein. Motion Carried

Committees, Taskforces, and Liaisons Reports:

Choosing Wisely Committee

Motion #13: Mihane moved that the ASCLS Board of Directors accept the invitation to collaborate with the ASCP Choosing Wisely committee and authorize the ASCLS Choosing Wisely committee to approve George Fritsma as the ASCLS representative.

Seconded by VonAhsen. Motion Carried

Clinical Laboratory Science:

Motion #14: McQueen moved that the ASCLS Board of Directors appoint Janice Conway-Klaassen as Section Editor for the Education Section of Clinical Laboratory Science journal.

Seconded by Chiasera. Motion Carried

Motion #15: McQueen moved that the ASCLS Board of Directors appoint Tara Moon as Associate Section Editor for the Research and Reports section of Clinical Laboratory Science journal.

Seconded by Josephs. Motion Carried

Motion #16: McQueen moved that the ASCLS Board of Directors appoint Diane Davis as Associate Section Editor for the Focus Section of Clinical Laboratory Science Journal.

Seconded by Fydryszewski. Motion Carried

Nominations Committee:

Motion #17: McQueen moved that the ASCLS Board of Directors approve the slate of qualified nominees, as listed in the nominations committee report, as the slate of candidates for elected positions beginning with the 2020-2021 Society year.

Seconded by Riding. Motion Carried

Motion #18: McQueen moved that the ASCLS Board of Directors approve the suggested updates, provided in the nominations committee report, to the qualifications and eligibility for service found in the ASCLS SOPs for all elected positions.

Seconded by LeFors. Motion Carried

Motion #19: McQueen moved that the ASCLS Board of Directors approve the addition suggested in the nominations committee board report to the specific nomination / election / appointment language found in the ASCLS SOPs regarding Regional Directors.

Seconded by Bauer. Motion Carried

DSCLS Oversight Committee:

Motion #20: Rector moved that the Board of Directors approve the active establishment or enhancement of existing of connections with the following organizations with the specific goal of promotion and expanded understanding of the DCLS professional: DoD, CLIAC, CMS, CAP, ASM, SIDM, ABB and CLMA

Be it noted: The DCLS Oversight Committee has identified the lack of clear understanding of the DCLS by organizations that are external to ASCLS. This lack of understanding has led to potentially limiting decisions on the DCLS. For example, ASM specifically excludes the DCLS as a degree for ABMM eligibility. While we acknowledge their decision, we do not know the reasoning behind it. We need to clarify the education and knowledge of the DCLS to dispel the myths and presumptions regarding the profession due to its newness.

Seconded by Croom. Motion Carried

Health Professions Network:

Motion #21: McQueen moved that the ASCLS Board of Directors fulfill the HPN Request for Laboratory Professional Information from ASCLS for Pilot of Showcasing Healthcare Professions (See attached).

Seconded by Von Ahsen. Motion Carried

Positions Paper Taskforce:

Motion #22: Josephs moved that the ASCLS Board of Directors recommend to the 2020 House of Delegates to repeal the Position Paper titled: Personnel

Be it noted: that the task force has combined the elements from this paper with the Position Paper titled: Scope of Practice.

Seconded by LeFors. Motion Carried

Motion #23: Josephs moved that the ASCLS Board of Directors recommend to the 2020 House of Delegates to repeal the Position Paper titled: Phlebotomy.

Be it noted: that the task force has combined the elements from this paper with the Position Paper titled: Scope of Practice.

Seconded by Chiasera. Motion Carried

Motion #24: Josephs moved that the ASCLS Board of Directors recommend to the 2020 House of Delegates to repeal the Position Paper titled: Managed Care.

Be it noted: that the task force recommends that content from the Managed Care paper could be included as background in a revision of the Health Care Reform position paper.

Seconded by Rector. Motion Carried

Motion #25: Josephs moved that the ASCLS Board of Directors recommend to the 2020 House of Delegates to repeal the Paper titled: Health Care Reform Resolution.

Be it noted: that this paper was approved in 2009 and appears to be an older version of the 2012 Health Care Reform position paper.

Seconded by Fydryszewski. Motion Carried

Motion #26: Josephs moved that the ASCLS Board of Directors appoint a task force to update the Health Care Reform Position Paper.

Be it noted: that careful consideration should be taken regarding the types of questions our members may have on the various challenges presented in the broader health care reform discussions. The current paper does not specify what ASCLS does or does not support in health care reform.

Seconded by Hochstein. Motion Carried

Motion #27: Josephs moved that the ASCLS Board of Directors appoint a task force to update the Scope of Practice and Personnel Standards position paper.

Be it noted: that this task force has drafted a significant rewrite of this paper that includes elements from the Personnel Standards position paper. However, due to the importance this paper has for the organization it is felt that a newly appointed task force should complete a thorough review and update of what has been drafted. This task force recommends that the newly appointed task force include a broad representation of ASCLS members including a representative from this task force, a representative from the DCLS Committee, a representative from the Body of Knowledge Committee, and others as appropriate. This task force further recommends that the new task force ensures that the role of the phlebotomist and other laboratory support positions are represented in this paper.

Seconded by Fydryszewski. Motion Carried

Specific Concerns:

Region III:

ASCLS-GA has found another bank account that is listed in the name of a deceased member under the old “Georgia Society for Clinical Laboratory Science” name. They are working on regaining control of this account, but this has currently proved to be difficult. We have concerns over auditing of this account as well as the Morgan Stanley account we very recently regained control of.

Bylaws Committee:

The bylaws committee is concerned about the approaching deadline for constituent society bylaws updates to be completed by the annual meeting. With constituent society spring seminars starting as early as March, the majority of constituent societies will not have time to submit their bylaws for review prior to their spring meetings for adoption. Additionally, most constituent societies do not pass review the first time around, so any such submission this late into the 2 year cycle will likely not be approved in time for adoption by the constituent society's members meeting at their spring seminar. We query whether there is some sort of penalty for constituent societies that fail to meet the deadline of 2 years that is outlined in the ASCLS bylaws.

Jim Flannigan was consulted on options as to what we can do in regards to this concern from a logistics viewpoint. All the regional directors have a zoom account that can host 100 people (500 if needed). He advised to look at Constituent Society bylaws and determine if a zoom virtual meeting would be acceptable for a vote. Further advice to follow. It is important to note that there is no penalty for missing deadline but instead ‘should be done.’ A list of those states needed was requested from Bylaws.

Clinical Laboratory Science:

The journal has not produced full PDF style issues for the journal in over two years. Several professionals have emailed us and libraries have contacted us on whether we are still operating. This is a result of problems associated with APEX. There are articles associated with at least 7 issues that have yet to be printed. Additionally, we are not currently indexed in pubmed which is eroding our submissions over time. Furthermore, the faculty that account for most of our submissions require the journal to be pubmed listed. This process cannot move forward until APEX creates the issues as pubmed will not approve us without those issues. The primary function of the editorial board is to ensure the quality of the submissions and the management of the review process. The journal likely requires some sort of paid managing editor to help make sure the publication is produced at least until it becomes pubmed listed.

The concern of the journal's editorial board is being heard by the Board of Directors and Staff. It was noted that the earliest we can reapply for PubMed is June 2020. It was mentioned that readership has gone up in recent months.

DCLS Oversight Committee:

Rush University and George Washington University have indicated they are developing DCLS programs.

Mentorship Committee:

Item of concern is the need for an entire committee to do the matching of pairs. Modules that are being developed for the pairs are being done in other committees. An opportunity would be to extend the program to the state level to encourage more personal connection between mentors and aid the mentorship in new board members as this is routinely identified as a problem among states.

There will be discussion with the committee regarding systems that can automatically pair mentors and mentees – including the use of functionalities in the Connect Community platform. This option was presented previously but was not adopted by the committee and this must be readdressed.

Product Development Committee

There is some concern about the direction of the Product Development Committee because of other sources within ASCLS focusing on product and media creation. We want to make sure we are supporting ASCLS in our role as the PDC, while also working alongside these new committees and groups. There is an IT solution to this via current tools available via member communities. The committee is advised to reexamine this process.

Promotion of the Profession Committee

After a slow start and a change in the chair, the committee is moving forward with several initiatives. We are making steady progress transferring the National Science and Engineering Festival booth to the PPC from Mary Ann. The concern of the chair is the lack of participation by committee members. Only a small core of the committee membership participates in the monthly calls and only a few are able to volunteer time to do the work of the committee. It was noted that the festival was postponed due to COVID-19.

CCCLW

ASCLS needs to appoint another member to the CCCLW. This person will be a member of the CCCLW Steering Committee, as well as the overall CCCLW.

CCCLW would like to request consideration from ASCLS to make the Laboratory Science Careers website one of the featured programs on the ASCLS homepage banner. Jim Flannigan will work on this concern.

House of Delegates Engagement Task Force

The task force identified several major weaknesses in the current HOD model: its lack of inclusivity and diversity and an unclear definition of what a delegate is or does. However, the task force noted that the current HOD is an impressive and formal display of our association's governance that provides for representation.

In addition, two unique perspectives raised in the work of the task force should be noted as concerns: 1) there is a perception amongst some of a lack of transparency in our leadership selection process and 2) some long-time volunteer leaders have experienced a perceived weakening of the role of the HOD without a clear appreciation/understanding of why. Regardless of if these perceptions are agreed upon or not, they are important considerations when thinking about the role of our House of Delegates.

New Business:

Sunset PPC

Motion #28: Josephs moved that the ASCLS Board of Directors sunset the Promotion of the Profession Committee effective with the end of the 2019-2020 Society Year and refer to the Long Range Planning Committee to assess and potentially reassign existing charges to other committees, and refer to the Appointments Committee with the direction that current members of the Promotion of the Profession Committee be given priority consideration for positions on other committees.

Seconded by Mihane. Motion Carried

Sunset PDC

Motion #29: Josephs moved that the ASCLS Board of Directors sunset the Product Development Committee effective with the end of the 2019-2020 Society Year and refer to the Long Range Planning Committee to assess and potentially reassign existing charges to other committees, and refer to the Appointments Committee with the direction that current members of the Product Development Committee be given priority consideration for positions on other committees.

Seconded by Hochstein. Motion Carried

Convert Regional Appointments to National Appointments

Motion #30: Josephs moved that the ASCLS Board of Directors amend the Standard Operating Procedures and Position Descriptions for the Membership Committee, Leadership Development Committee, and Political Action Committee to convert regional appointments to regular appointments.

Be it noted: These changes will take effect immediately for new appointments. Regionally appointed members will remain on the committee until their current appointment expires. Reappointment eligibility will not change.

Seconded by Mihane. Motion Carried

Open Forum

Roslyn commended Cindy as president for her hard work – especially during this time of national crisis.

Jim Flannigan will be sending the Board of Directors a copy of “The Will to Govern Well” when he is able (some COVID-related restrictions are making access a challenge at the moment).

Discussion was had about member concerns being raised about public comments regarding the laboratory profession along with the demand for supplies during the COVID-19 pandemic.

Adjournment

Motion #31: Fydryszewski moved that the ASCLS Board of Directors adjourn at 6:19 PM EST.

Seconded by Warning. Motion carried



Kyle Riding, Secretary / Treasurer



Lisa Hochstein, Minutes Committee



Kristen Croom, Minutes Committee



Jean Bauer, Minutes Committee



**ASCLS Board of Directors
ASCLS Board of Directors Meeting
Zoom Teleconference
April 22, 2020**

ASCLS Board of Directors Members Present:

Cindy Johnson, President	Claude Rector, Region VII
Maddie Josephs, President-Elect	Stephanie Mihane, Region VIII
Roslyn McQueen, Past President	Terese Abreu, Region IX Director
Kyle Riding, Secretary/Treasurer	Kristen Croom, Region X
Lisa Hochstein, Region I	Eykka Gundlach, Developing Professional Director
Nadine Fydryszewski, Region II	Elizabeth LeFors, Ascending Professional Director
Janelle Chiasera, Region III	Jim Flanigan, Executive Vice President
Beth Warning, Region IV	Melanie Giusti, Professional Development & Project Management Director
Jean Bauer, Region V	Andrea Hickey, Membership Services/P.A.C.E.® Director
Kim Von Ahsen, Region VI	Julia O'Donnell, Marketing and Communications Director

AGT Leadership Present:

Helen Bixenman, AGT President	Denise Juroske Short, AGT Executive Director
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Joint Annual Meeting Steering Committee Present:

Usha Chatterjee	Jillene Collins	Heather Harrington
Karrie Hovis	Nicholas Moore	Joshua Pulido
John Wentz	Lynne Williams	

President Johnson called the meeting to order at 7:01 PM EDT, April 22, 2020. The Secretary took a roll call.

Minutes

Jim Flanigan presented an overview of a proposal developed by the ASCLS staff regarding the Joint Annual Meeting in light of the COVID-19 pandemic. Pertinent items discussed include:

Vicki Johnson from, Vicki Johnson & Associates LLC, and Jim Flanigan have been working with the Omni Louisville to determine how to best manage the situation. If ASCLS were to cancel the meeting outright, our liability per the contract is close to \$430,000. However, discussions with the Omni demonstrate they appreciate the role our membership is playing in the COVID-19 pandemic response. This has created discussions where the potential to move the JAM to June 2021 with similar dates could be negotiated. This would alleviate the \$430,000 liability.

However, it is important to note that ASCLS is currently under contract with the Renaissance hotel in Addison, Texas for June 2021. If ASCLS cancels the contract with this hotel, the penalty would be up to \$50,400. There is language in the contract with the Renaissance that 25% of this penalty could be retained as a deposit if we rebook to a future date within a specified timeframe.

With these factors in mind, the concept and some logistical consideration regarding a virtual meeting were presented. An overview of the limitations and opportunities associated was discussed. Impact to governance, industry partners, and other aspects of the JAM - including registration cost options - were provided to the board.

Discussion amongst those in attendance occurred. After discussion, the ASCLS Board of Directors was asked to consider three related motions.

Motion 1:

Josephs move the ASCLS Board of Directors approve cancellation of the live Joint Annual Meeting that was to be held June 28 to July 2, 2020 in Louisville, Kentucky and replace it with a virtual/online meeting of similar scope over the same dates with the version 1 registration fees in the presented plan.

Seconded by: Chiasera

Motion: Carried

Motion 2:

Josephs move the ASCLS Board of Directors approve negotiations with the Omni Louisville to serve as the site of the 2021 Joint Annual Meeting.

Seconded by: Von Ahsen Motion: Carried

Motion 3:

Josephs move the ASCLS Board of Directors approve negotiation of terms with the Renaissance Addison/Dallas Texas to cancel the contract for 2021 Joint Annual Meeting scheduled to be held June 27 – July 1. Be it noted that the cancellation of this contract may result in a penalty of up to approximately \$50,000.

Seconded by: Bauer

Motion: Carried

Adjournment

Motion 4:

Josephs moved that the ASCLS Board of Directors adjourn at 8:30 PM EDT.

Seconded by LeFors. Motion carried

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Kyle B. Riding', is written over a horizontal line.

Kyle Riding, Secretary / Treasurer



REPORTS TO:	Board of Directors
REPORT OF:	Administration/Executive Vice President
SUBMITTED FOR:	2020 Annual Board of Directors Meeting
PREPARED BY:	Jim Flanigan, CAE
DATE:	6/25/2020

General

As I read through these administrative reports for the year in preparation for the annual administrative report to the House of Delegates, it's striking how our present state was so unforeseeable when we met in Charlotte. We did not predict:

- That our two largest educational events would attract nearly 1,500 registrations when just three years ago, 50% larger than attendance at those events three years ago.
- We would hold monthly, complimentary webinars for our members and attract nearly 500 to the most recent one.
- ASCLS would see itself prominently featured in the Los Angeles Times, and on NPR and PBS NewsHour, while members ramped up their PR efforts in local newspapers across the country.
- That an unknown virus would cause a global pandemic to direct a bright spotlight on this profession. What would have been entirely predictable is the incredibly flexibility and resilience of the profession reacting to unprecedented need for their skills and talents.

Systems:

- *Web Properties:* As noted in the Administrative Report for the Interim Board Meeting, ASCLS has a substantial number of web properties we have developed over the last few years, ranging from our home site, to our learning management system, grass roots advocacy, and Connect community. Though we have tried our best to integrate the sites with the others as we've added them, it is time to take a step back and look at our website ecosystem holistically. We believe there is some confusion among the member and public, how best to navigate or find what they need. Staff plans to devote some time this fall to thinking strategically through how all the sites function together so members have a better experience.
- *Clinical Laboratory Science:* I'm disappointed that I've been unable to free up the professional resources (staff time) to focus on moving accepted articles in CLS to finished issues. A scientific journal is a hallmark of a profession and we need to find a way to get this site in full order by the end of this year.

We do have some hopeful information to share. Beginning with the first issue of 2018, CLS migrated to an online platform by HighWire and its sister platform BenchPress.

The board of directors agreed to invest in this platform in order to reduce our costs, create a sustainable financial model for the journal, and move to a modern publishing platform. When the move took place, the journal had not been indexed on PubMed since 2014 and there was little measurable readership. It was common for authors to complain about long wait times for decisions from editors. From 2014-2016 the annual net cost to the Society was \$33,000 each year. From January 1, 2016 to August 1, 2018, when we began migrating, there were 7,141 visits to the journal site over 31 months or 230 visits a month.

The BenchPress system, under Dr. Perry Scanlan's leadership, is accepting manuscripts that are trackable by editors and submitters and feedback is provided in a matter of weeks. Upon acceptance, articles are immediately and automatically posted to the CLS Journal site on HighWire under publish ahead of print.

The content is DOI indexed and links to author OrcIDs. The DOI index allows for proper citation of articles and links CLS to other academic journals. All submitted articles are automatically entered into the DOI database upon acceptance. Since February of 2019, CrossRef (the DOI parent) has successfully resolved references to our articles more than 6,300 times. This resolution did not exist prior to the new platform.

Traffic and readership have jumped dramatically. In 2019 alone, there were approximately 23,000 visits to the site and 57,000 page views or 1,900 visits a month (826% increase in monthly visits) and 18,500 unique users over the course of the year. Barely six months into 2020, we have exceeded 2019's visits to the site (24,000) and number of users (almost 20,000). This traffic is something that can eventually be monetized to further enhance value to ASCLS.

Beginning next year, the approximate net cost to ASCLS will be \$20,000 and just \$6,500 annually beginning in Fiscal Year 2022. In short, the Society's net cost of the journal will be reduced by almost 80% while increasing audience reach from 230 visits to 4,000 visits per month this year.

When we complete the compositing of articles into issues, the CLS Journal site will be a valuable asset for ASCLS, the scientific community, and the Society's members.

Strategy:

- *Financial Performance and Projections:* Though three quarters of the fiscal year, we have a good understanding of where we are likely to be at the end of this fiscal year.

Unfortunately, our membership revenue will be down when we anticipated growth this year. After the summer renewal cycle in 2019, we were ahead of the previous year's revenue by 12.5%. By the end of October, we were 1.9% of the previous year's pace,

and we ended the membership recruitment year 5.6% behind the previous year. Cancellations of state meetings are no small part of that trend.

Two other major departments are slightly behind budgeted nets for the year. CLEC saw record attendance and revenue, but much larger than expected costs for food and beverage and AV more than balanced those added revenues. The bottom line is close to, but below our anticipated, budgeted net. P.A.C.E. is on track to increase net revenue compared to last year, but the cancellation of educational programs in the spring should cause the program to fall slightly short of its budgeted net. Together, these programs represent 1/3 of our budgeted revenue.

We still have considerable uncertainty around the Annual Meeting. We do know that industry revenue will be down approximately 75% in the virtual environment, but registration revenue, even at a lower rate per person, will compare favorably to last year's revenue. Because we've eliminated our major costs around Food and Beverage and Audio Visual, we may see financial performance improve over the budgeted bottom line.

We will incur a \$43,000 cost for even cancellation related to the moving of the 2020 meeting site to 2021 and the cancellation of our contract in Addison/Dallas with the Renaissance Hotel there. We are only now beginning to add this into our annual projections.

- *Government Affairs:* ASCLS continues to seek co-sponsors for our bill to help address shortages in the laboratory in the context of the larger population of allied health professionals. Rep. Cicillini (D-RI) is the primary sponsor which was introduced in March. A grass roots outreach effort is planned for this summer.

Most of our work on Capitol Hill this sprint has been focused on the government's response to COVID-19 through a series of relief bills. We have also been providing expert guidance to members of Congress and their staff hoping to understand issues around the capacity to delivery diagnostic testing for COVID-19 as they conduct oversight and planning for the future.

Other issues, like regulations of laboratory developed tests are likely to wait until the new Congress in January, though we continue to monitor activity on those fronts.

- *Joint Annual Meeting:* At the time of this writing, we have approximately 850 registrants for this year's Joint Annual Meeting, which includes a small number of industry representatives. This marks a significant increase, almost doubling participation compared to our last year with AACC.

Producing an entirely virtual meeting has been a challenge, but we have learned a great deal. We've also been able to lean on the broader association professional

community as all associations are facing the same issues. We have taken some creative risks to make the meeting as engaging as possible, not just a series of webinars.

- *Webinars:* We will complete the Society year having offered nine webinars (including one we will offer in July) with a trend of increasing attendance. The first webinar last fall attracted a little less than 100 and the most recent topic on Convalescent Plasma with AGT attracted nearly 500.

Title	Reg	PACE
Labvocate Amplify Your Voice for Your Profession and Your Patients	86	34
WeSaveLivesEveryday How Laboratory Professionals Can Use Social Media to Promote Professional Visibility	147	72
The Value of Our Values - How Current and Future Value-Based Initiatives Have the Power to Transform the Laboratory Profession	160	52
Dealing with Difficult Employees by Detoxifying Your Workplace	253	79
Knowledge Sharing and Succession Planning in the Laboratory	242	75
Labvocate Update	300	96
Cultivating Resiliency: A New Frame on Stress (Noon during lab week)	151	74
Convalescent Plasma (with AGT)	481	

- *P.A.C.E.:* The P.A.C.E. program pricing change to begin this year (P.A.C.E. runs on a calendar year, not a fiscal/society year) has been implemented. We began 2020 with a strong base of providers and half-way through the year most have renewed. Below is a comparison of where we are today to year end results of previous years. The cancellation of springtime educational events, especially for our state societies, has had a material effect on the number of single event providers.

P.A.C.E. Providers							
	2020*	2019	2018	2017	2016	2015	2014
Annual Providers	211	225	239	227	232	223	218
Single Providers	8	47	48	26	26	10	45
Total Providers	219	269	287	253	258	263	263

- *Membership Recruitment and Retention:* As noted above, after seeing a significant increase in renewals to start the new membership year, renewals and new memberships slowed down considerably. Since new members joining after May 1 are automatically advance to renew in 2021, our member numbers at the end of April each year are the most comparable to one another.

Month	Ascend	Comm	Develop	Emer1	Emer2	Honor	Profess	Total
17-Apr	904	253	2,748	110	118	20	4,160	8,313
18-Apr	409	225	2,432	99	137	17	4,001	7,320

19-Apr	667	136	2,419	100	234	17	3,597	7,170
20-Apr	733	94	2,339	78	274	14	3,276	6,808

Almost all of the net loss of 361 members can be attributed to the loss of professional members, which is the group that generates the vast majority of membership dues revenue. Retention of Professional, Ascending Professional and Emeritus members improved slightly for 2020 to 79.7%, up from 79.5% last year.

Multiyear membership: This spring, we began offering the option of a three-year membership renewal after upgrades to our systems were completed. To date 48 members have taken advantage of this option.

Activities:

- There have been no activities since the board's interim meeting due to COVID-19. Staff continues to function virtually without any issues.



REPORTS TO:	Board of Directors
REPORT FROM:	A-5 President-Elect
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Maddie Josephs
DATE:	6/15/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

Due to the pandemic and our JAM going virtual, we have the opportunity to reach and engage more members.

Activities Since the Last Report

- Participated in Interim Board Meeting (3/15/2020)
- led four (4) Long Range Planning Committee meetings (Zoom)
- Led and participated in four (4) "Planning Day" meetings
- Sent motions forth for Standing Committee & ASCLS Representatives appointments
- Participated in ASCLS BOD meeting (4/22/2020)
- Participated in monthly Board check-in calls
- Participated in monthly President calls
- Participated in AMSC Call
- Participated in CLEC Steering Committee meeting
- Sent video for Lab Week and Joint Annual Meeting for use on Social Media
- Participated in Finance Committee Calls

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

The Long Range Planning that was accomplished during the Planning Day Calls holds much promise for making a positive impact on the future of ASCLS.

Request for Action

I move the ASCLS Board of Directors approve the appointment of committee members in Attachment A.

I move the ASCLS Board of Directors approve the appointment of Chairs and Vice Chairs in Attachment B. I move that the ASCLS Board of Directors approve the appointments to Affiliated Organizations in Attachment C.

Attachment 1: ASCLS 2020– 2021 Committee Appointments

I move that the ASCLS Board of Directors approve the list of appointments for 2020-2021 to the various ASCLS Committees on the attachment: **Appointments Motion #2**

Abstract and Proposal Review Committee		
New appointment	Committee member	Yvonne (Marionette) Cortez
New appointment	Committee member	Debra Rodahl
Ascending Professional	Committee member	
Developing Professional	Committee member	
AMSC		
Reappointment	Industry Liaison	Josh Pulido
Reappointment	Committee member	Nick Moore
Reappointment	Committee member	Heather Herrington
Reappointment	Committee member	John Wentz
Reappointment	Host City Liaison-Louisville	Usha Chatterjee
New appointment	Host City Liaison-Grand Rapids	Roslyn McQueen
Awards		
Reappointment	Committee member	Scott Aikey
Reappointment	Committee member	Stephanie Bonertz
Ascending Professional	Committee member	
Developing Professional	Committee member	
Body of Knowledge		
Reappointment	Committee member	Janice Conway-Klaasen**
Reappointment	Committee member	Sue Stalewski
Ascending Professional	Committee member	
Developing Professional	Committee member	
Bylaws		
Reappointment	Committee member	Barbara Snyderman
Ascending Professional	Committee member	
Developing Professional	Committee member	
CLEC Steering Committee		
Reappointment	Committee member	Tripat Kaur
Reappointment	Committee member (Industry)	Sharon Johnson
DCLS		
Reappointment	Committee member	Renee Hodgkins
New appointment	Committee member	Julie Soder
New appointment	Committee member	Jennifer Hayes
Ascending Professional	Committee member	
Developing Professional	Committee member	
**One year committee appointment		

Education and Research Fund Trustees		
Reappointment	Committee member	Lisa Bakken
New appointment	Committee member	Ramona Fox
New appointment	Committee member	Roslyn McQueen
Ascending Professional	Committee member	
Developing Professional	Committee member	
Government Affairs Committee		
Reappointment	Committee member	Ninive Costa
New appointment	Committee member	Leslie Martineau
New appointment	Committee member	Jessica Lawless
Ascending Professional	Committee member	
Developing Professional	Committee member	
Leadership Development Committee		
New appointment	Committee member	Adrienne Davis Zapfe
New appointment	Committee member	Crystal Austin
New appointment	Committee member	Diane Ciacimino-Bordelon
Ascending Professional	Committee member	
Developing Professional	Committee member	
Marketing and Communications Committee		
Reappointment	Member at Large	Maria Rodriguez
New appointment	Member at Large	Sophia Chandrasekar
Reappointment	Ascending Professional	
Developing Professional	Committee member	
Membership Committee		
Reappointment	Committee member	Melissa Dumoulin
Reappointment	Committee member	Cherika Robertson
New appointment	Committee member	Marianne Downes
Ascending Professional	Committee member	
Developing Professional	Committee member	
Mentorship Committee		
Reappointment	Committee member	Tim Randolph
Reappointment	Committee member	Jessica Lawless
Ascending Professional	Committee member	
Developing Professional	Committee member	

PACE		
Reappointment	Committee member	Barbara Mannor
Reappointment	Committee member	Tara Moon
New appointment	Committee member	Yvonne Cortez
New appointment	Committee member	Adrienne Davis Zapfe
Ascending Professional	Committee member	
Developing Professional	Committee member	
Patient Safety		
Reappointment	Committee member	Karen Williams
New appointment	Committee member	Katrina Moreau
New appointment	Committee member	Nazia Qureshi
Ascending Professional	Committee member	
Developing Professional	Committee member	
Virtual Learning Steering Committee		
New appointment	Committee member	Angela Darby
New appointment	Committee member	Anthony Koeckhoven
New appointment	Committee member	Malissa Norfolk
New appointment	Committee member	Diana Riddle
New appointment	Committee member	Beth Rawson
New appointment	Committee member	Rebecca Boyer-Andersen
Ascending Professional	Committee member	
Developing Professional	Committee member	

Attachment 2: 2020-2021 Appointments for Chairs and Vice-Chairs:

I move that the ASCLS Board of Directors approve the list of Chairs and Vice-Chairs of the various ASCLS Committees listed on attachment: **Appointments Motion #1**

Abstract and Proposal Review Committee		
Appointed from within the committee member who have been on the committee for 2 or 3 years, for 1 year then VC becomes Chair		
Chair/Vice Chair:	Chair	Stacey Robinson
	Vice-Chair	Rachel Morris
Annual Meeting Steering Committee		
Vice-Chair / Chair / Past Chair 3 years total to rotate through all 3 roles		
	Vice-Chair	Karrie Hovis
Awards		
Chair/Vice Chair: Appointed from within the committee for 1 year; Chair is limited to 3 years		
	Chair	Scott Aikey
	Vice-Chair	Stephanie Bonertz
Body of Knowledge		
Chair: Appointed from within the committee for 1 year: Chair is limited to 3 years		
	Chair	Janice Conway-Klaassen
	Vice-Chair	Susan Stalewski
Bylaws		
Chair/Vice Chair: Appointed from within the committee for 1 year; no term limit		
	Chair	Shannon Billings
	Vice-Chair	Mary Gourley
CLEC Steering Committee		
Vice-Chair / Chair / Past Chair 3 years total to rotate through all 3 roles		
DCLS		
Chair/Vice Chair:	vice chair succeeds chair/ P-E appoints VC	Chair and VC each will serve a one (1) year term, with the option to serve an additional year.
	Chair	Renee Hodgkins
	Vice-Chair	Eddie Salazar
Education and Research Fund Trustees		
Appointed by President from within the committee for 1 year and then automatically becomes Chair the next year		
Vice Chair:	Chair	Barbara Snyderman
	Vice-Chair	Pat Tille
Government Affairs Committee		
Chair/Vice Chair: Appointed from within the committee for 1 year; Chair is limited to 3 years		
	Chair	Debra Shell
	Vice-Chair	Stephanie Noblit
Leadership Development Committee		
Chair/Vice Chair: Appointed from within the committee for 1 year; Chair is limited to 3 years; appt chair at large by the ASCLS board		
	Chair	Kathy Doig
	Vice-Chair	Michelle Campbell

Marketing and Communications Committee		
Chair/Vice Chair:		Appointed from within the committee for 1 year; Chair is limited to 3 years
	Chair	Brandy Greenhill
	Vice-Chair	Sophia Chandrasekar
Membership Committee		
Chair/Vice Chair:		Appointed from within the committee for 1 year; Chair is limited to 3 years; appoint chair at large by the ASCLS board
	Chair	Melissa Dumoulin
	Vice-Chair Member Services	Cherika Robertson
	Vice-Chair Recruitment	Brooke Solberg
Mentorship Committee		
Chair/Vice Chair:		Appointed from within the committee for 1 year; Chair limited to 3 years
	Chair	Kelcey Harper
	Vice Chair	Susan Iddings
PACE		
Chair/Vice Chair:		Appointed from within the committee for 1 year; Chair is limited to 3 years
	Chair	Katie Franz
	Vice-Chair	Matthew Schoell
Patient Safety		
Chair/Vice Chair:		Appointed from within the committee for 1 year; Chair is limited to 3 years
	Chair	Stacy Walz
	Vice-Chair	Brandy Gonsolus
Scientific Assembly		
According to SOPs are appointed for one year terms, but no limits on re-appointments.		
	Coordinator	Susan Stalewski
	Vice Coordinator	
Virtual Learning Steering Committee		
Chair/Vice Chair:		Appointed by the President-elect; one(1) year term with Chair limited to three (3) terms
	Chair	Phyllis Ingham
	Vice Chair	Lisa Shave

Attachment 3: 2020-2021 Appointments to Affiliated Organizations

I move that the ASCLS Board of Directors approve the list of ASCLS Representative to affiliated organizations on the attachment: **Appointments Motion #3**

American Hospital Association	Edward Peterson
Media Alert Advance (Past President)	Cindy Johnson
International Federation of Biomedical Laboratory Science (IFBLS)	Hassan Aziz
CLSI	Nicholas Moore
CCCLW	
ASCLS Today Editor	
Health Professions Network	Dan Olson



REPORTS TO:	Board of Directors
REPORT FROM:	B-1 Region I
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Lisa Hochstein
DATE:	5/27/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

The biggest threat is the current pandemic. All constituent society meeting have been canceled.

Activities Since the Last Report

Participated in Board of Directors' Check-in calls
Communicated with Constituent Society Presidents
Attended Interim Board Meeting
Submitted an article for ASCLS Today
Nominated members for Omicron Sigma
Board liaison to Product Development Committee (conference call)
Board liaison to Promotion of the Profession Committee (conference call)
Forming committee for the Region I Seminar

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

The Region I Seminar is scheduled for November 20, 2020. At this time, while we are planning for it, I am not sure if it will occur.

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	B-2 Region II
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Nadine Fydryszewski
DATE:	5/26/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

Opportunity: Mass marketing ASCLS membership campaign using the ASCP-BOC certification lists for MLS, MLT, discipline specific categorizes etc.

Threat: ASCP-BOC membership marketing campaign which violates the terms of the merger agreement of ASCP-Board of Registry with NCA. ASCP-BOC was formed to be separate from ASCP the membership organization. ASCP-BOC is a certifying body, not a professional membership organization. When you go to the ASCP-BOC site they first thing that pops up is renew your membership in ASCP. This is not renew your certification. The marketing is directed to being a member in ASCP. Many MLS and MLT believe that they must belong to ASCP the organization in order to be certified. Many believe that begin certified means they are automatically a member of ASCP. ASCP-BOC have a captive audience with those being certified or re-certified. CE to meet certification is up from on your profile page, one stop shopping, easy to do, why go anywhere else for CE? ASCLS must support an aggressive and continuous marketing campaign to ASCP certificates, clearly explain the difference between ASCP certification and membership and promote what ASCLS does for the individual member and for the profession as a whole. What does ASCP membership do for you - not re-certification but membership.

Activities Since the Last Report

Region II Director Report

Communicated regularly with the Region II Leadership Council

Moderated three Region II Leadership Council Meetings- Teleconference

Worked with Region II committee to update Region II P & P Manual

Responded to ASCLS requests for information and/or electronic votes.

Participated in monthly ASCLS BOD Update Teleconferences

Participated in E & R Funds meetings

Participated in ASCLS Interim Board Meeting- teleconference

Participated in ASCLS Planning Day Teleconferences

Constituent Society Reports:

DE: Delivered 46 lbs. donated food and a mobile cart to Food Bank of Delaware; submitted revisions requested by ASCLS Bylaws Committee and await final approval; Spring meeting postponed to Fall due to Covid.

PA: Spring BOD meeting and awards (50) via teleconference; Spring meeting and other events canceled due to Covid.

VA: By-laws updated completed; Spring meeting cancelled due to Covid; potential for summer virtual sessions seeking resources to post recorded sessions.

WV: April BOD meeting; bylaws revisions in progress; working with WV Office of Laboratory Services to revise state licensure regarding guidelines for license revocation. Goal is to work with the state to outline more strict guidelines for revocation with the goal of ensuring patient care and safety.

NJ: Spring meeting postponed to Fall due to Covid; student scholarships awarded via mail; Yankee Candle Fundraiser for student travel, active on Facebook with networking and employment opportunities..

MD: Spring meeting with Anne Arundel Community College MLT Club cancelled due to Covid-19 lockdown; By-laws update is in progress; seeking a new treasurer; succession planning for the state is a concern

DC: no report

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

None

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	B-3 Region III
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Janelle Chiasera
DATE:	6/14/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

Great potential to increase membership numbers in NC because of the many professionals working in the field.

Threat: Competition for membership from other organizations, AMT etc.

Activities Since the Last Report

ALABAMA: The state of Alabama Society conducted its joint 2020 Alabama- Georgia Medical Laboratory Symposium on March 7th.

MISSISSIPPI: It was with great sadness that due to COVID-19 protocol, our Bi-state 2020 meeting with Louisiana was cancelled. It was to be held in Jackson, MS April 6-9. We had 29 speakers lined up for a stellar program. We were very fortunate that our contract with the Hilton allowed us to cancel without cancellation fees and the venue we had reserved for our Social function also allowed us to cancel without charges incurred. Hopefully, many of the speakers will participate in next year's event.

The ASCLS-MS had a Spring meeting on May 23, 2020 via web conference call. Because we were unable to have a general business meeting during our Spring Scientific Meeting, we invited all members to attend the virtual meeting. Our major discussion points were to finalize any expenses sustained due to the cancellation of our meeting with Louisiana. We also voted to complete our election process for incoming BOD members and nominations committee utilizing SurveyMonkey with validation of voting with an ASCLS membership number.

Omicron Sigma and Key to the Future designations were announced during the meeting. Plus our Developing Professional scholarship winner was also announced at our meeting. Jana Bagwell (president), Renee Wilkins (president-elect), Cindy Handley (additional delegate), and Shannon Milbourne (developing professional) will be our delegates to the ASCLS JAM for 2020.

We are also in gear for planning our 2021 joint meeting with Louisiana for April of 2021 in New Orleans, LA. We originally had planned on a tri-state meeting with Texas in addition, but due to the rescheduling of their 2020 meeting to the Fall, Texas has retracted their participation in the New Orleans meeting.

NORTH CAROLINA: Planned a symposium cancelled due to COVID-19 pandemic. All registration fees successfully refunded. No financial burden to society. Updated our Bylaws, waiting approval from ASCLS Bylaw Committee. Elected new officers for 2020/2021, induction/introduction June to the Board. Financial Records audited successfully

FLORIDA: The FSCLS Spring Symposium, which was planned for March, 27, 2020 at Nemours Children's Hospital in Orlando, Florida, was cancelled due to the COVID-19 pandemic. A virtual meeting was in discussion, but due to our leadership involved with the

COVID crises in their respective institutions, the decision was made to cancel the event. Attendees, speakers, and vendors were contacted via email and refunded their payments. The 2020 FSCLS Scholarship of \$1000 was awarded to Neel Neelav from the University of West Florida.

Our Spring Board Meeting was held via Zoom on Saturday, May 23, 2020 where we discussed building up our social media platforms, how to engage and increase membership, and recruiting for future leaders.

FSCLS Bylaws and Handbook will be updated and proofread by officers and will be available to members by the Fall Board Meeting. Delegates for the ASCLS Virtual Meeting were selected and officers will be registered.

Concerns/Celebration

NORTH CAROLINA: Our Board is active although there are a few unfilled positions. No progress on reviving/energizing the society in South Carolina

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

Our Board is active although there are a few unfilled positions.

No progress on reviving/energizing the society in South Carolina

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	B-4 Region IV
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Beth Warning
DATE:	6/3/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

- Impact of COVID-19 to organizations and events is both an opportunity and a threat. It has brought the profession attention and the opportunity to highlight ourselves, but has also disrupted the way our organization operates. It has also disrupted meetings and events, the full impact of which is yet to be seen.
- KSCLS has great potential to grow the society once a new website is developed and running.
- A threat for KSCLS continues to be recycling of officers. Few members are stepping into leadership roles.
- The number of professional society options available to laboratory professionals (CLMA, AABB, AACC, AMT, ASCP, etc.) forces members to have to make the decision of which society they have time to be active with. For example, they may pay dues to multiple different professional societies to receive some benefits of those societies but only have time to be "active" board members of just one

Activities Since the Last Report

Activities of the Region Director -Reported by Beth Warning

- Submitted article for ASCLS Today May (ASCLS Family)
 - Participated in Long Range Planning Committee calls
 - Attended the ASCLS Interim Board Zoom Conference call March 15th 2020
 - Participated in BOD Check in calls
 - Participated in the Zoom Conference calls for the PAC committee
 - Participant in ASCLS Leadership Book common read
 - Attended and was a speaker at CLEC Orlando February 2020
 - Provided an ASCLS Webinar March 2020 on Succession Planning and Knowledge Transfer
 - Registered for ASCLS Legislative Symposium March 2020 (canceled)
 - Responded to email voting as requested by ASCLS Secretary/Treasurer
 - Hosted ASCLS RIV Leadership conference call April 2
 - Emailed ASCLS RIV Leaders overview and notes from the Interim Board Meeting
 - Reviewed ByLaw revisions ASCLS-IN &KSCLS
 - Attended ASCLS-OH Board Meeting May 2020 (virtual), and KSCLS Business Meeting May 2020 (virtual)
 - Was an accepted speaker for ASCLS-MI annual meeting (canceled) and OH- Clinical Laboratory Collaborative (canceled)
- ASCLS-IN (submitted by Danielle McCurdy)

- We have rescheduled our social walk/run with the students for Fall of 2020.
 - We have rescheduled our networking event and had the venue move our registration to Spring 2021.
 - We have rescheduled our Annual Business Meeting for June 13, 2020 set to be a Conference Call.
 - By laws committee is finalizing state bylaws.
 - We have requested nominations for the President-Elect and Secretary positions that are still vacant on our board to be given by our June 13 Business Meeting.
- KSCLS (submitted by Stacy Gabbard)
- Melissa Wyatt and Jessica Wells, co-chairs of the KSCLS Spring Meeting Planning Committee held conference calls on 11/15, 1/31, and 3/6 to ensure a successful Spring Meeting. On March 9th, the COVID-19 pandemic was declared and the trajectory of the spring meeting changed courses.
 - The KSCLS Spring Meeting was postponed until Fall 2020.
 - The annual business meeting was held May 4th via Zoom to review the state of affairs and to elect and induct new officers. The meeting consisted of approving the 2020-21 budget, elections and installation of new board members, presentation of state awards, routine reports, and selection of delegates.
- ASCLS MI (Submitted by Stephanie Mabry)
- 2020 Annual Conference was to be held April 15-17, 2020 in Kalamazoo, MI. That conference has been rescheduled to August 23-25, 2020. (Venue would not allow cancellation, but was willing to reschedule in current calendar year with lowered room block and Food and Beverage minimums.) We have not yet re-opened registration as we await details about the length and extend of the Stay-At-Home order in Michigan. Most vendors remained registered for the reschedule, but some are now requesting refunds as their companies are preventing travel or exhibiting.
 - Election of incoming officers was completed electronically.
 - Election of delegates was completed electronically.
 - The Annual Business Meeting was rescheduled to occur as part of the Annual Conference in August.
- ASCLS OH (Submitted by Laura Hook Woods)
- Spring CLC canceled due to CoVid 19
 - Board meeting held 5/4/2020
 - Member business meeting held 5/23/2020 via zoom with 10 members in attendance

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

- Regional Director put forth 22 nominations for Regional Omicron Sigma and contacted nominees
 - ASCLS OH awarded student scholarships
 - ASCLS IN has awarded two scholarships (CICBF Scholarship and ASCLS-IN Scholarship) for the year to two students Mitchel Heigel and Sabrina Williams.
- KSCLS is seeing growth and many new professionals entering the society.
- Concerns:
- KSCLS continues to struggle to fill committees; however, engagement of current members and officers has been positive.
 - ASCLS IN voices the following concerns: 1) We are having trouble retaining student members after graduation. 2) We have lost almost all of our board members and are having trouble gaining participation from new members. 3) Since our board is so small we are

wearing multiple hats and are having trouble filling core board positions. We have no one at the moment with an interest in stepping into the president-elect or secretary positions.

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	B-5 Region V
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Jean Bauer
DATE:	5/27/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

North Dakota:

- Legislative Symposium canceled, but increased email communication with legislative assistants that Leah & Linda met with last year.
- Promote the profession increased with social media posts, videos, and article submissions to local newspapers in ND.

Activities Since the Last Report

Region V:

- Responded to requests for information, electronic votes
- Worked with Julia O'Donnell for master to make pins for Region V and states
- Purchased state (MN, WI) and Region V pins

Attended/participated in the following meetings:

ASCLS

- LDC Mtg – 2/20, 3/24, 4/15, 5/7, 5/13, call w/chair 5/16, 5/24
- Membership Cmte Mtg – 4/8, 4/30
- Pt Safety - Benchmark WG Mtg – 2/27
- Policies & Procedures Cmte – 5/22
- BOD Mtg – 3/3, 3/12, 3/15, 4/22, 5/19
- GAC Mtg – 3/16
- Leaders Call – 3/26
- Labvocate Update – 4/9
- Long Range Planning Cmte – 4/14, 5/5

Region V

- Council meetings – 10/24, 11/21, 2/13, 3/31, 5/26
- Leadership Academy meetings – 2/26, 3/16, 3/23

States

- MN CLC Cmte Planning meetings – 3/5; emerg mtg 3/11, call with venue & hotel mgrs – 4/15
- MN – board/bus planning mtgs – 4/17, 5/16
- Present updates at WI Bus 5/21, MN BOD Mtg 5/27
- Present updates at SD & ND Bus 5/28; MN Bus Mtg 5/30

Minnesota:

- 2020 Clinical Laboratory Collaborative canceled; 2021 - rescheduled for same venue, 4/24 - 4/25
 - Held Meetings: Finance Committee– 5/26; Board– 5/27; Business – 5/30
 - Elections to be held for Pres-Elect, Secretary, Treasurer, Jr. Area Directors, Delegates
 - Nominees submitted for awards
 - Purchased new logo pins
- North Dakota:
- Board Mtg- 5/19; Bus Mtg- 5/28
 - All Member Business Meeting: Scheduled for May 28th - vote on ByLaws changes, awards, and election results
 - Nominations chair conducted online elections – Pres-elect, Nominations, Secretary/Treasurer, Board Member at Large, Ascending Prof
 - Developing professional recruitment -virtual meeting with students
 - ND State Science Fair Awards to high school seniors (six) - sponsored by ASCLS-ND.
 - Newsletter - (The Connection) published May 2020
 - Website updates continue.
 - Nominees submitted for awards
- South Dakota:
- March: Searching for alternative registration methods to cVent (too expensive for SD) Started Bylaws and SOP revisions
 - April: Submitted Bylaws to national committee
Cancelled Spring Meeting – arranging for virtual business meeting
Board finalized scholarships and approved nominations
 - May: Set date for virtual business meeting
Developed online BOD
National Bylaws Committee had further revision recommendations; re-submitted changes
- Wisconsin:
- Held BOD Meeting on February 16th
 - Had two emerg. BOD Meetings, March 21st and April 4th – re: plans to cancel the 2020 Convention; canceled convention
 - Finalized bylaw changes; submitted them to national ASCLS for approval - membership to vote on modified bylaws after approval by national Bylaws Cmte
 - Plan - focus on SOP changes once bylaws are finalized
 - Plan to attempt a meet-up once the pandemic subsides
 - BOD decided to hold the 2021 ASCLS-WI Convention in La Crosse, WI from April 13-15
 - Plan to raise our state society fees to \$15 to help increase revenue, which has been communicated to national ASCLS
 - Recruiting a third member to assist with planning of the Region V Meeting
 - Purchased 300 pins with the new ASCLS-WI logo - use as fundraiser and help promote the organization and profession
 - Posting regularly on social media to improve web presence for ASCLS-WI
 - Held annual Business Meeting on May 21, 2020 via Zoom

- Elected a new Pres-Elect, Secretary, two BOD members, a Developing Prof Chair, & Nominations Committee member; delegates to the National Meeting

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

North Dakota:

Concern:

- Loss of revenue due to cancellation of State Meeting. Historic analysis of budget over the last decade will be implemented before considering changes for future budgets.

Celebration:

- Christie Massen, Director of Infectious Disease at the Department of Public Health-ND was instrumental with the positive, impactful implementation of SARS2/COVID-19 testing in ND.

- Zac Lunak, Past President & 2020 Member of the Year has completed his tenure on the board. He has been an mentor to the president and has demonstrated his caring and commitment to ASCLS-ND.

South Dakota:

Concern:

- While we are currently managing to find volunteers, each year it is becoming increasingly difficult to fill our slate of nominees for our BOD positions.

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	B-6 Region VI
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Kim Von Ahsen
DATE:	5/25/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

Opportunities:

- COVID-19 continues to provide a national and global spotlight on Laboratory Medicine and the people who comprise this workforce and profession.
- Virtual Joint Annual Meeting provides an opportunity to send more members to the annual meeting and hopefully spark engagement.

Threats:

- Rapid opening of non-clinical labs especially in Nebraska and Iowa (TestNebraska/TestIowa), companies such as CVS that state they are doing thousands of tests a day. Questioned concerning accuracy of testing and who is doing the testing are being raised.
- Affect of COVID19 on membership recruitment and retention along with revenue.

Activities Since the Last Report

Region Director:

- Held Interim Region VI Council Meeting on March 5th.
- Attended and Participated on Board of Directors Check In call on March 3rd.
- Attended Bylaws Committee calls on April 7th.
- Participated and attended Long Range Planning call on May 5th and May 19th.
- Set date for Region VI Summer Council Meeting for June 3rd.
- Voted on all email motions presented before the Board of Directors since last report.
- Maintained Region VI Facebook Page and Twitter account including posting of relevant laboratory professional and advocacy items.
- Responded to State President, Council Members, and National Committee Chairs' questions as needed

ASCLS-IL: Cancelled Annual Meeting. Held spring Board of Director's Meeting virtually.

ASCLS-IA: Cancelled Annual Meeting but was able to re-schedule with facility with little or no financial impact for 2021. Bylaws were approved by the national Bylaws Committee and approved at the Virtual Business Meeting held May 21, 2020.

ASCLS-KS: Leadership approved sending President and President elect to Leg. Days, purchase of a new banner with new logo, and increased budget for PPC. Bi-weekly planning meetings for the Annual meeting continued until State of Kansas issued stay at home order. A full schedule of speakers had been secured. Nominations for ASCLS Lifetime Achievement Award, Society Website Award and Society Publication Award were submitted. Nominations for Omicron Sigma and Keys to the Future were submitted. ASCLS-KS Officers elections by email week of 5/11/2020. Scheduled Annual ASCLS-KS Business Meeting Zoom for 6/4/2020.

ASCLS-MO: 2020 Spring Meeting canceled and rescheduled at same location April 14-15, 2021 St. Charles, MO Embassy Suites. ASCLS-MO Leadership election and Membership Bylaw approval held electronically via Survey Monkey. Election ballot opened April 25 thru May 25, 2020.

ASCLS-NE: Able to change our Spring Meeting to April 21-23, 2021. Finished the Bylaws and currently doing a final review by board members

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

ASCLS-IL:

- During Lab Week, Governor JB Pritzker of Illinois recognized the laboratory profession with a social media post <https://www.facebook.com/GovPritzker/posts/3031354226978917>

ASCLS-KS:

- Loss of revenue due to cancellation of state meeting.

ASCLS-NE:

- How to get folks more active at the State Level.
- Image of Lab not performing enough tests or fast enough for COVID. Belief that there has been more negative press than positive press.

Request for Action

No Requests for Action



REPORTS TO:	Board of Directors
REPORT FROM:	B-7 Region VII
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Claude Rector
DATE:	5/29/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

Arkansas: Probably shared by many constituent states is the concern of lack of new members, and continuous involvement/burn out and leadership by the same individuals. Concern for finding individuals to serve as future president of ASCLS-AR. A goal to improve this issue includes increasing the number of social event opportunities to engage more laboratory professionals from across the state.

Louisiana: Closely watching the situation in regards to COVID19.

Texas: With the current COVID situation there is a threat that while we moved the Annual Meeting to October we still are not sure how that will affect the attendance since we have never had a big Fall meeting.

Activities Since the Last Report

Regional Director

- Attended GAC conference calls
- Attended DCLS conference calls
- Attended ASCLS BOD Interim meeting Planning Day conference calls
- Attended Texas ASCLS Spring Meeting and Business Meeting conference call
- Attended Louisiana ASCLS Spring Meeting and Business Meeting conference call
- Participated in ASCLS BOD Conference Calls
- Voted on BOD motions as needed
- Communicated with Region VII representative on ASCLS committees
- Communicated with ASCLS President and President Elect as appropriate

Arkansas

- ASCLS-AR State Laboratory Conference postponed until October 2020. The exact date has not been established yet. The ASCLS-AR BOD plan to discuss this at the upcoming teleconference.
- ASCLS-AR purchased branded tablecloths and a tabletop banner to improve ASCLS visibility and attract potential new members to ASCLS table during career/vendor fair at the state conference. Unfortunately, the items have not been used yet.

Louisiana

- Submitted KPI to the ASCLS Task Force
- Continued working closely with Karrie Hovis and Jana Bagwell in regards to the 2021 meeting in New Orleans

New Mexico

- No report submitted

Oklahoma

- State meeting has been canceled due to COVID19. We have been unable to establish a new time/date.

Texas

- In Mid-March when it was evident that COVID-19 situation was a threat to our Annual TACLS meeting scheduled for April 14-17, 2020 in Galveston, TX. I negotiated to move the meeting to October 26-29, 2020. Thus, TACLS held elections online and held a Spring Virtual Business meeting to conduct the business of installing new officers, elect ASCLS Delegates, and plan for the future. With the changes to the TACLS meeting the board voted to pull out of the planned Tristate Meeting with Louisiana and Mississippi.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

- New Mexico Society Inactive Status
- Arkansas Governor, Asa Hutchinson, proclaims April 19-25 as Medical Laboratory Professionals Week for the state of Arkansas by officially signing a proclamation. Due to COVID-19, laboratory professionals were unable to travel to the state capitol for photo opportunity and personal visit with the Governor, but the proclamation was shared on social media in an effort to celebrate MLPW, which was overshadowed by COVID-19.
- Louisiana concerned over the loss of CE opportunities for our members
- Louisiana concerned over what seems to be the lack of communication in regards to laboratory organizations about COVID19 and testing.
- Texas concerned about the tedious use of the online forms for Omicron Sigma nominations, ASCLS Delegates and State Rosters. As president I pull the list of all these individuals off a membership roster (ie, name, email addresses, membership numbers). Having to do single entries with repetitive fields and many opportunities for typos. I would copy and paste but on the State Roster form if you hit a wrong key it would make the form blank and you had to start over. Wondering why we can not submit this information via an Excel Spreadsheet?

Request for Action

None at this time



REPORTS TO:	Board of Directors
REPORT FROM:	B-8 Region VIII
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Stephanie Mihane
DATE:	5/25/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

THREATS: 1. Continuing effects of Coronavirus Outbreak and National Shutdown/Stay at Home Orders; cancellation of Spring ASCLS Meetings, interruption of MLS and MLT programs and clinical rotations, “new” normal for everyday

OPPORTUNITIES: 1. Recognition of Laboratory Professionals in midst of Coronavirus Pandemic, awareness of shortage of trained laboratory professionals, and forcing ASCLS to “think outside of the box” by providing) virtual JAM and some state meetings

Activities Since the Last Report

CO- Tracy Matthews

- Attended Spring Region VIII Council Meeting on April 4th
- Communications (phone/email) with PAC/GAC Committee member due to lack of direction and information from regional and national levels
- Solicited Developing and Ascending Professional members for the June 2020 delegation, both positions were elected via email vote from the BOD, Sara Oswald, Developing Professional and Niki Buza, Ascending Professional
- Cathy McNary stepped in to help as Interim Membership Chair to help in renewal of membership campaign
- General Assembly Spring meeting will be held in May 20th via Zoom, officers will be inducted and committee members appointed
- Requested stipend through CDPHE for the 2020 calendar year

MT - Cara Bushmaker

- Monthly communication through Connect Community, ASCLS - MT Blog and Medical Laboratory News
- Held winter BOD Meeting in Jan. 2020
- Participated in Region VIII Fall Council Meeting and IMSS Continuation calls (Nov. to Jan.)
- Revised a 2019-2020 Strategic Plan with the board, presented at the General Business meeting.

• Board Activities: Full slate of board positions, Filled all open positions with contested elections and close races at the Virtual General Business Meeting April 2020

ID – Mary Cobos

- Submitted articles and President’s message for autumn ASCLS-ID Focus newsletter.
- Held Spring ASCLS-ID Meeting on May 16, 2020

WY - Franki Marie Herdt

- Held state Fall WY Board Meeting November 6th, 2020 at Casper College with MLS students.
 - Held monthly IMSS meetings calls as Chair. IMSS Seminar scheduled for October 18-20, 2020 Attended CLCC calls including cancel call. CLCC Spring Meeting for April 30-May 1, 2020 cancelled due to COVID 19. Assisted Treasurer with looking at this year's finances and previous year's audit. See Spring Meeting minutes.
 - Held ASCLS-WY Spring Meeting via ZOOM on May 13, 2020
- UT - Omar Munoz No report sent
- Ascending Professional – Kate DeAngelo
- Recorded a voice over version of my "Life After Graduation" presentation for the MLS class at Idaho State University since the live presentation was canceled due to COVID-19. The presentation was distributed to the students.
- Communicated with the Montana state rep about virtual activities
- Director's Activities – Stephanie Mihane
- Attended CS (CO, WY, ID) Zoom Spring General Assembly calls
 - Posted on Connect Community for Region VIII
 - Sent updates regarding ASCLS BOD activities regarding CS Task Force, HOD Task Force, JAM, Credentialing and BOD reports
 - Hosted Spring Council Meeting April 27, 2020
 - Sent Regional Director Report to State Presidents
 - Participated in IMSS Planning Committee calls
 - BOD Liaison for Awards Committee - attended numerous calls regarding virtual Awards Ceremony
 - BOD Liaison for Choosing Wisely Committee – attended 2 Zoom calls
 - Participated in ASCLS BOD Monthly Check - in Calls (Mar, April, May) and 3 ASCLS Long Range Planning Calls
 - Actively recruiting Region VIII Council positions for 2020-21: Ian Wallace nominated for LDC representative for Region VIII and Region VIII Leadership Academy Chair
 - Vote to suspend Region VIII Leadership Academy for 2020-21 due to current pandemic restraints
 - Submitted 32 Region VIII OS Awards, sent letters and certificates via email
 - Total Region VIII delegation to Virtual 2020 HOD = 28
- CO - 6 delegates, ID – 6 delegates, MT – 6 delegates, UT – 5 delegates, and WY – 5 delegates

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

Concerns:

Colorado:

- Increased lapsed Professional membership category
- Leadership recruitment
- Lack of member participation,
- Lack of communication at the regional and national level for PAC/GAC

Montana

- Standard communication channels from National down to the state societies is cumbersome and varied. The feeling of disconnect and work that it takes to stay informed feels like a large deterrent. This seems very apparent compared to other organizations that we are in competition with for support and members.

- Retention of Developing Professionals and Ascending Professionals continues largest issue in membership retention. Our numbers continue to decline each year as our dedicated members reach retirement and change status or don't renew.

Idaho

Minimizing re-circulation of board members and committee chairs.

Celebrations:

Colorado: Awards Committee elected all ASCLS-CO members for the Member of the Year award, engraving on plaque to read "COVID-19 Crew" (unable to provide award to national website due to lack of member ID), Submitted nominations for Key to the Future (1) and Omicron Sigma (9), Celebration via Zoom planned for Bill Pierce, celebrating 50 years of ASCLS membership

Montana: Submitted 3 Keys to the Future nominations, 1 Voices Under 40 and 1 for Website, Awarded 11 Longevity Awards and 11 State Omicron Sigma Award

Request for Action

NONE



REPORTS TO:	Board of Directors
REPORT FROM:	B-9 Region IX
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Terese Abreu
DATE:	5/27/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

Threats:

Press by ASCP discussing labs during COVID but no press presence by ASCLS and no mention of Medical Lab Professionals by title by ASCP.
 Furloughs for lab workers and potential bankruptcy for rural area healthcare facilities.
 Labs dropping students in clinicals without advance notice due to bankruptcy and pandemic.
 Beauty / health spas and salons doing antibody testing via drive up finger pokes.

Activities Since the Last Report

Plans for spring seminars had to be canceled due to pandemic issues.
 RD participated in reviewing and ranking of abstracts for the annual meeting.
 RD wrote article for ASCLS Today on assigned topic: Diversity.
 RD participated in monthly BOD check-in calls and planning day activities.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

Concern:

Taskforce leader appointed to select a group to review and update Northwest Medical Lab Symposium (NWMLS) Guidelines and budgeting with partner organizations and region state societies. Dispute regarding NWMLS as Region or state function with budget implications for Region Director activities support and states. Current guidelines and budget for Region tied to outcome of taskforce. Work halted due to pandemic.
 Ongoing difficulty recruiting members to leadership positions, especially during pandemic.
 Ongoing dispute over Region guidelines and Northwest Medical Lab Symposium guidelines and budgeting implications for both.

Celebration:

Video created by Constituent Society to share with ASCLS community.
 Moving to virtual meetings, seminars and CE opportunities offered by Constituent Societies.
 Sharing of state society newsletters with other ASCLS members in the same region.
 Society offered scholarships for members.
 Participation in constituent society taskforce survey to determine health and best practices that can be shared.

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	B-10 Region X
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Kristen Croom
DATE:	6/1/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

Cancellations of Events: The spread of SARS-CoV-2 did much to disrupt plans for conferences, symposia, and workshops. Every state in Region X canceled their spring meeting.

Spotlight on Medical Laboratory Profession: COVID-19 also served to highlight the important work that medical laboratory professionals contribute in healthcare.

Adapting to Remote Meetings: We held multiple Zoom meetings to stay connected with the association, family and co-workers. This suggests multi-media will become the norm and should improve inclusion of rural and neighbor island medical laboratory professionals.

Activities Since the Last Report

Regional Director: Attended multiple conference calls with the board to discuss plans for annual meeting and constituent society meetings.

Arizona/Nevada: • Symposium scheduled for April was postponed until further notice (likely not until Fall again) due to COVID-19 - discussion of smaller one hour zoom CE events in lieu of large gathering

- Lab Week run scheduled for late April was postponed until groups larger than 6 are allowed

- Holding elections for open positions for upcoming year.

California: • The state spring meeting scheduled for April 4th 2020 at City of Hope Hospital was cancelled due to corona virus pandemic. It was very devastating as our committee worked extremely hard to plan what we thought was the best meeting yet. All participants who registered were refunded. An email was released informing everyone of the cancellation and that it will be rescheduled for a later date.

- Now working to plan a virtual state meeting for the fall so we don't compete with the ASCLS National meeting. Our committee is looking to model our virtual state meeting after the National meeting, and use ideas from other large organizations who have moved big meetings to virtual to help create a fun and engaging virtual state meeting.

- Our state posted nominations and elections for open roster positions for the 2021 year. This year our state filled the ascending and developing professional positions, and we have three board of director positions. This is an improvement from the 2020 year where we only had two director positions, and no ascending professional position. The 2021 leadership roster was submitted to National.

- The release of our yearly newsletter is scheduled for June 1st 2020. We will include a section that highlights the leadership roster for 2021, an update in plans for our state meeting,

and articles that highlight interesting activities our members are doing and how they relate to the laboratory.

- In the process of reviewing and updating our state bylaws and will have that submitted by the fall.

Hawaii: • HCLC Planning Committee Meeting was held Wednesday, March 11, 2020. It was decided to cancel the HCLC meeting and exhibits. All speakers will be asked if they can present in May 2021.

- Legislative Symposium originally scheduled for March 16-17, 2020 was cancelled. Marcella Yee was funded to attend.

• Op-Ed explaining who are really performing SARS-CoV-2 testing was written by Past-ASCLS national President Marcia Armstrong and published on April 5, 2020 in the Star Advertiser newspaper.

• Editorial announcing Medical Laboratory Professionals Week was written by ASCLS-HI President and was published in the Star Advertiser on April 18, 2020.

• Medical Laboratory Professionals Week photo contest, April 19 to 25, 2020. In celebration of MLPW, ASCLS-HI awarded prizes for Instagram posts of medical lab professionals.

• ASCLS-HI Board Meeting was held via Zoom for the first time on April 22, 2020. Business was conducted as usual. It was announced that the 2020 Joint Annual Meeting will be virtual. We will finalize Delegates via e-mail.

• ASCLS-HI Ballots were distributed to membership on May 15, 2020. Elections will close on June 16, 2020. New officers will be inducted at ASCLS-HI Annual Business Meeting, June 17, 2020.

• ASCLS-HI PAC Campaign held May 1-15, 2020. Donations earn chance to win crocheted COVID-19 mascots.

• MLT/MLS Student Mixer (graduation celebration), originally planned for May 2020 was cancelled. A Zoom chat will be hosted by alumni to share what to expect in clinical training, how to prepare for certification exam, and how to apply for work. Date TBD.

• Possible HCLC Fall Virtual Conference is in discussion. Providing CE needs of our membership is important so the committee is looking at possible webinars to offer in fall 2020.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

Arizona/Nevada: Concerns regarding lack of member participation outside of the biannual symposium.

Request for Action

N/A



REPORTS TO:	Board of Directors
REPORT FROM:	B-11 Ascending Professionals Forum
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Elizabeth LeFors
DATE:	5/27/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

None

Activities Since the Last Report

Activities Since the Last Report

NATIONAL LEVEL-

- Monthly conference calls held in February, March, April, and May.
- Finished editing crash course videos recorded by the forum representatives.
- Received one application for Legislative Symposium Travel Grant.
- Started a blog in conjunction with the DPF titled "The Labora-Story"- New posts available once a month on ASCLS Connect Community page.
- Proposed and approved the sharing of 20% of profits earned each year from the Lab Week Run fundraiser with the Developing Professionals Forum.
- Proposed and approved the allocation of \$10,875 for Ascending and Developing Professionals registration only grants to attend the virtual ASCLS and AGT Annual Meeting.
- Finished answering questions from the "What no one told you" section of the soon to be available- APF Digital toolkit.
- Allocated \$400 towards Lab Week Run Photo contest prizes.
- Free CE opportunities posted every month on the APF Facebook page.

REGION I: Aniqua Rattu

- Registered for Lab Week Run 2020
- Registered for JAM virtual 2020
- Attended most of the ASCLS APF meetings
- Active participant on ASCLS APF Group Facebook page

REGION II: Katelyn Wisniewski

- Attended meetings for the Ascending Professionals Forum in February and March 2020
- Attended meetings for NJ in March 2020
- Attended a meeting for Region II in March and May 2020

REGION III: Christal Lane

- No Report Received

REGION IV: Meera Patel

- No Report Received

REGION V: Esther Iheme

- No Report Received

REGION VI: Dani Gerety

- Participated in monthly conference calls

- Approved allocation for Lab Week Run photo contest prizes
 - Approved allocation for registration grants for virtual ASCLS and AGT Annual Meeting
 - Read emails from Region VI director and relayed any information needed to state representatives
 - Kept in contact with state presidents that do not have a state APF representative yet
- REGION VII: Ellis McCoy
- Attended monthly APF meetings
- REGION VIII: Kate DeAngelo
- Recorded a voice over version of my "Life After Graduation" presentation for the MLS class at Idaho State University since the live presentation was canceled due to COVID-19. The presentation was distributed to the students.
 - Communicated with the Montana state rep about virtual activities.
- REGION IX: Martha Coronel
- Attended monthly APF meetings
- REGION X: No representative

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

None

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	B-12 Developing Professionals Forum
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Eykka Gundlach
DATE:	5/26/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

Some students have had a difficult time scheduling their certification exams due to closed testing centers and have had job offers rescinded due to hiring freezes.

Activities Since the Last Report

Forum voted spending of \$2000 to offer 13 scholarships for students to attend the Joint Annual Meeting.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

Even though covid-19 changed the way college courses were offered several region reps have graduated and gotten their certifications.

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	B-13 Finance Committee
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Kyle B Riding
DATE:	6/22/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

COVID-19 has created a lot of uncertainty in the Budgeting process. However, early registration from the JAM and some current memberships trends are promising signs for our bottom line.

Activities Since the Last Report

Met twice via conference call to plan and finalize the proposed budget.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

The finance committee had some very strategic discussions about the finances of ASCLS and the impact of COVID. They deserve to be commended for their willingness to have some very meaningful discussions.

Request for Action

1. I move that the ASCLS Board of Directors accept the Audit report, as presented
2. I move that the ASCLS Board of Directors accept the FY2019 990 Tax Return, as presented
3. I move that the ASCLS Board of Directors Approve the FY2021 budget, as presented

***** THIS IS NOT A FILEABLE COPY *****

Form **8453-EO****Exempt Organization Declaration and Signature for
Electronic Filing**

OMB No. 1545-1879

For calendar year 2018, or tax year beginning AUG 1, 2018, and ending JUL 31, 2019**2018**Department of the Treasury
Internal Revenue Service

For use with Forms 990, 990-EZ, 990-PF, 1120-POL, and 8868

Name of exempt organization **AMERICAN SOCIETY FOR CLINICAL LABORATORY
SCIENCE** Employer identification number
74-1091114**Part I Type of Return and Return Information** (Whole Dollars Only)

Check the box for the type of return being filed with Form 8453-EO and enter the applicable amount, if any, from the return. If you check the box on line 1a, 2a, 3a, 4a, or 5a below and the amount on that line of the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, or 5b, whichever is applicable, blank (do not enter -0-). If you entered -0- on the return, then enter -0- on the applicable line below. **Do not** complete more than one line in Part I.

1a Form 990 check here	<input checked="" type="checkbox"/>	b Total revenue, if any (Form 990, Part VIII, column (A), line 12)	1b	<u>1,528,849.</u>
2a Form 990-EZ check here	<input type="checkbox"/>	b Total revenue, if any (Form 990-EZ, line 9)	2b	
3a Form 1120-POL check here	<input type="checkbox"/>	b Total tax (Form 1120-POL, line 22)	3b	
4a Form 990-PF check here	<input type="checkbox"/>	b Tax based on investment income (Form 990-PF, Part VI, line 5)	4b	
5a Form 8868 check here	<input type="checkbox"/>	b Balance due (Form 8868, line 3c)	5b	

Part II Declaration of Officer

6 ☐ I authorize the U.S. Treasury and its designated Financial Agent to initiate an Automated Clearing House (ACH) electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the organization's federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment.

☐ If a copy of this return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I certify that I executed the electronic disclosure consent contained within this return allowing disclosure by the IRS of this Form 990/990-EZ/990-PF (as specifically identified in Part I above) to the selected state agency(ies).

Under penalties of perjury, I declare that I am an officer of the above named organization and that I have examined a copy of the organization's 2018 electronic return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the organization's electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the organization's return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund.

Sign Here	**** THIS IS NOT A FILEABLE COPY ****	EXECUTIVE VICE PRESIDENT
	Signature of officer	Title

Part III Declaration of Electronic Return Originator (ERO) and Paid Preparer (see instructions)

I declare that I have reviewed the above organization's return and that the entries on Form 8453-EO are complete and correct to the best of my knowledge. If I am only a collector, I am not responsible for reviewing the return and only declare that this form accurately reflects the data on the return. The organization officer will have signed this form before I submit the return. I will give the officer a copy of all forms and information to be filed with the IRS, and have followed all other requirements in Pub. 4163, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns. If I am also the Paid Preparer, under penalties of perjury I declare that I have examined the above organization's return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete. This Paid Preparer declaration is based on all information of which I have any knowledge.

ERO's Use Only	ERO's signature	Date	Check if also paid preparer <input type="checkbox"/>	Check if self-employed <input type="checkbox"/>	ERO's SSN or PTIN
	Firm's name (or yours if self-employed), address, and ZIP code				EIN
					Phone no.

Under penalties of perjury, I declare that I have examined the above return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete. Declaration of preparer is based on all information of which the preparer has any knowledge.

Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check if self-employed <input type="checkbox"/>	PTIN
	Firm's name				Firm's EIN
	Firm's address				Phone no.

CALIBRE CPA GROUP PLLC
7501 WISCONSIN AVENUE, SUITE 1200 WES
BETHESDA, MD 20814

P01324904
47-0900880
202-331-9880

Form **990**Department of the Treasury
Internal Revenue Service**Return of Organization Exempt From Income Tax**
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

OMB No. 1545-0047

2018Open to Public
Inspection

▶ Do not enter social security numbers on this form as it may be made public.

▶ Go to www.irs.gov/Form990 for instructions and the latest information.**A** For the 2018 calendar year, or tax year beginning **AUG 1, 2018** and ending **JUL 31, 2019**

B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization AMERICAN SOCIETY FOR CLINICAL LABORATORY SCIENCE Doing business as Number and street (or P.O. box if mail is not delivered to street address) Room/suite 1861 INTERNATIONAL DRIVE 200 City or town, state or province, country, and ZIP or foreign postal code MCLEAN, VA 22102 F Name and address of principal officer: JAMES FLANIGAN SAME AS C ABOVE	D Employer identification number 74-1091114 E Telephone number 571-748-3770 G Gross receipts \$ 1,528,849. H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H(b) Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. (see instructions) H(c) Group exemption number ▶
I Tax-exempt status: <input type="checkbox"/> 501(c)(3) <input checked="" type="checkbox"/> 501(c) (6) ◀ (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527 J Website: ▶ WWW.ASCLS.ORG K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other ▶ L Year of formation: 1935 M State of legal domicile: VA		

Part I Summary

1	Briefly describe the organization's mission or most significant activities: SEE SCHEDULE O	
2	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.	
3	Number of voting members of the governing body (Part VI, line 1a)	16
4	Number of independent voting members of the governing body (Part VI, line 1b)	16
5	Total number of individuals employed in calendar year 2018 (Part V, line 2a)	6
6	Total number of volunteers (estimate if necessary)	0
7a	Total unrelated business revenue from Part VIII, column (C), line 12	46,456.
7b	Net unrelated business taxable income from Form 990-T, line 38	42,729.
8	Contributions and grants (Part VIII, line 1h)	8,000.
9	Program service revenue (Part VIII, line 2g)	1,272,689.
10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	28,434.
11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	139,686.
12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	1,448,809.
13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	0.
14	Benefits paid to or for members (Part IX, column (A), line 4)	0.
15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	343,735.
16a	Professional fundraising fees (Part IX, column (A), line 11e)	0.
b	Total fundraising expenses (Part IX, column (D), line 25) ▶ 0.	
17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	1,208,663.
18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	1,552,398.
19	Revenue less expenses. Subtract line 18 from line 12	-103,589.
20	Total assets (Part X, line 16)	1,349,080.
21	Total liabilities (Part X, line 26)	654,725.
22	Net assets or fund balances. Subtract line 21 from line 20	694,355.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer JAMES FLANIGAN, EXECUTIVE VICE PRESIDENT Type or print name and title	Date
Paid Preparer Use Only	Print/Type preparer's name STEVEN C. DARR, CPA, CMA	Preparer's signature Date Check if self-employed <input type="checkbox"/> PTIN P01324904
	Firm's name ▶ CALIBRE CPA GROUP PLLC	Firm's EIN ▶ 47-0900880
	Firm's address ▶ 7501 WISCONSIN AVENUE, SUITE 1200 WEST BETHESDA, MD 20814	Phone no. 202-331-9880

May the IRS discuss this return with the preparer shown above? (see instructions) ☐ Yes ☐ No

AMERICAN SOCIETY FOR CLINICAL LABORATORY
SCIENCE

Form 990 (2018)

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Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III ☐

1 Briefly describe the organization's mission:
TO MAKE A POSITIVE IMPACT IN HEALTH CARE THROUGH LEADERSHIP THAT WILL ASSURE EXCELLENCE IN THE PRACTICE OF LABORATORY SCIENCE.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ☐ Yes ☒ No
If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? ☐ Yes ☒ No
If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ including grants of \$) (Revenue \$)
SPONSOR AND FACILITATE MEETINGS AND CONFERENCES TO PROMOTE DIALOGUE AND AWARENESS IN REGARDS TO CLINICAL LABORATORY METHODS AND RESEARCH AND TO PROMOTE THE GENERAL STATUS OF CLINICAL LABORATORY SPECIALISTS.

4b (Code:) (Expenses \$ including grants of \$) (Revenue \$)
PROVIDE EDUCATIONAL INFORMATION WORKSHOPS, SEMINARS, WEBCASTS, AND ONLINE COURSES ON TOPICS OF CRITICAL INTEREST TO CLINICAL LABORATORY SCIENTISTS AND THE CREDITS QUALIFY FOR RE-CERTIFICATION AND FULFILL RE-LICENSURE REQUIREMENTS.

4c (Code:) (Expenses \$ including grants of \$) (Revenue \$)
PRODUCE JOURNALS AND NEWSLETTERS TO DISSEMINATE INFORMATION IN REGARDS TO CLINICAL LABORATORY METHODS AND RESEARCH AND TO PROMOTE THE GENERAL STATUS OF CLINICAL LABORATORY SPECIALISTS.

4d Other program services (Describe in Schedule O.)
(Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses

Form 990 (2018)

**AMERICAN SOCIETY FOR CLINICAL LABORATORY
SCIENCE**

Form 990 (2018)

74-1091114 Page **3**

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A</i>	1	X
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> ?	2	X
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I</i>	3	X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II</i>	4	
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? <i>If "Yes," complete Schedule C, Part III</i>	5	X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I</i>	6	X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II</i>	7	X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III</i>	8	X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV</i>	9	X
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? <i>If "Yes," complete Schedule D, Part V</i>	10	X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI</i>	11a	X
b Did the organization report an amount for investments - other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII</i>	11b	X
c Did the organization report an amount for investments - program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII</i>	11c	X
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX</i>	11d	X
e Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X</i>	11e	X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If "Yes," complete Schedule D, Part X</i>	11f	X
12a Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII</i>	12a	X
b Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional</i>	12b	X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E</i>	13	X
14a Did the organization maintain an office, employees, or agents outside of the United States?	14a	X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If "Yes," complete Schedule F, Parts I and IV</i>	14b	X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If "Yes," complete Schedule F, Parts II and IV</i>	15	X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If "Yes," complete Schedule F, Parts III and IV</i>	16	X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I</i>	17	X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II</i>	18	X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III</i>	19	X
20a Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H</i>	20a	X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	20b	
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i>	21	X

**AMERICAN SOCIETY FOR CLINICAL LABORATORY
SCIENCE**

Form 990 (2018)

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Part IV Checklist of Required Schedules (continued)

	Yes	No
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III	22	X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J	23	X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a	24a	X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?	24b	
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?	24c	
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?	24d	
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I	25a	
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I	25b	
26 Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? If "Yes," complete Schedule L, Part II	26	X
27 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? If "Yes," complete Schedule L, Part III	27	X
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV	28a	X
b A family member of a current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV	28b	X
c An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? If "Yes," complete Schedule L, Part IV	28c	X
29 Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M	29	X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M	30	X
31 Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I	31	X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II	32	X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I	33	X
34 Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1	34	X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?	35a	X
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2	35b	X
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2	36	
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI	37	X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? Note. All Form 990 filers are required to complete Schedule O	38	X

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V ☐

	Yes	No
1a Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable	1a	23
b Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable	1b	0
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	1c	X

Part V **Statements Regarding Other IRS Filings and Tax Compliance** (continued)

		Yes	No
2a Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	2a 6		
b If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	2b	X	
Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)			
3a Did the organization have unrelated business gross income of \$1,000 or more during the year?	3a	X	
b If "Yes," has it filed a Form 990-T for this year? If "No" to line 3b, provide an explanation in Schedule O	3b	X	
4a At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a		X
b If "Yes," enter the name of the foreign country: See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).			
5a Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a		X
b Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b		X
c If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	5c		
6a Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6a	X	
b If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b	X	
7 Organizations that may receive deductible contributions under section 170(c).			
a Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7a		
b If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b		
c Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c		
d If "Yes," indicate the number of Forms 8282 filed during the year	7d		
e Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e		
f Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f		
g If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g		
h If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h		
8 Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	8		
9 Sponsoring organizations maintaining donor advised funds.			
a Did the sponsoring organization make any taxable distributions under section 4966?	9a		
b Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	9b		
10 Section 501(c)(7) organizations. Enter:			
a Initiation fees and capital contributions included on Part VIII, line 12	10a		
b Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b		
11 Section 501(c)(12) organizations. Enter:			
a Gross income from members or shareholders	11a		
b Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b		
12a Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a		
b If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b		
13 Section 501(c)(29) qualified nonprofit health insurance issuers.			
a Is the organization licensed to issue qualified health plans in more than one state?	13a		
Note. See the instructions for additional information the organization must report on Schedule O.			
b Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b		
c Enter the amount of reserves on hand	13c		
14a Did the organization receive any payments for indoor tanning services during the tax year?	14a		X
b If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	14b		
15 Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year?	15		X
If "Yes," see instructions and file Form 4720, Schedule N.			
16 Is the organization an educational institution subject to the section 4968 excise tax on net investment income?	16		X
If "Yes," complete Form 4720, Schedule O.			

Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI ☒ **X**

Section A. Governing Body and Management

		Yes	No
1a Enter the number of voting members of the governing body at the end of the tax year	1a	16	
If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.			
b Enter the number of voting members included in line 1a, above, who are independent	1b	16	
2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	2		X
3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person?	3		X
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	4		X
5 Did the organization become aware during the year of a significant diversion of the organization's assets?	5		X
6 Did the organization have members or stockholders?	6	X	
7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	7a	X	
b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?	7b	X	
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:			
a The governing body?	8a	X	
b Each committee with authority to act on behalf of the governing body?	8b	X	
9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O	9		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
10a Did the organization have local chapters, branches, or affiliates?	10a	X	
b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?	10b	X	
11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	11a	X	
b Describe in Schedule O the process, if any, used by the organization to review this Form 990.			
12a Did the organization have a written conflict of interest policy? If "No," go to line 13	12a	X	
b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	12b	X	
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done	12c	X	
13 Did the organization have a written whistleblower policy?	13	X	
14 Did the organization have a written document retention and destruction policy?	14	X	
15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?			
a The organization's CEO, Executive Director, or top management official	15a	X	
b Other officers or key employees of the organization	15b		X
If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).			
16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?	16a		X
b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?	16b		

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed **NONE**

18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
☐ Own website ☐ Another's website ☒ Upon request ☐ Other (explain in Schedule O)

19 Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.

20 State the name, address, and telephone number of the person who possesses the organization's books and records ▶
KAREN GOODWIN - 571-748-3770
1861 INTERNATIONAL DRIVE, NO. 200, MCLEAN, VA 22102

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII ☐

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

☐ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) ROSLYN MCQUEEN PRESIDENT	2.00	X		X				0.	0.	0.
(2) DEB RODAHL PAST-PRESIDENT	2.00	X		X				0.	0.	0.
(3) CINDY JOHNSON PRESIDENT-ELECT	2.00	X		X				0.	0.	0.
(4) DEBBIE SHELL SECRETARY/TREASURER	2.00	X		X				0.	0.	0.
(5) MADDIE JOSEPHS DIRECTOR	1.00	X						0.	0.	0.
(6) NADINE FYDRYSZEWSKI DIRECTOR	1.00	X						0.	0.	0.
(7) JANELLE CHIASERA DIRECTOR	1.00	X						0.	0.	0.
(8) ELIZABETH WARNING DIRECTOR	1.00	X						0.	0.	0.
(9) JEAN BAUER DIRECTOR	1.00	X						0.	0.	0.
(10) KIM VON AHSEN DIRECTOR	1.00	X						0.	0.	0.
(11) CLAUDE RECTOR DIRECTOR	1.00	X						0.	0.	0.
(12) HOLLY WEINBERG DIRECTOR	1.00	X						0.	0.	0.
(13) TERESE ABREU DIRECTOR	1.00	X						0.	0.	0.
(14) KRISTIN CROOM DIRECTOR	1.00	X						0.	0.	0.
(15) CHRISTAL LANE DIRECTOR	1.00	X						0.	0.	0.
(16) KELCEY HARPER DIRECTOR	1.00	X						0.	0.	0.
(17) JAMES FLANIGAN EXECUTIVE VICE PRESIDENT	40.00			X				119,200.	0.	11,777.

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Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
1b Sub-total								119,200.	0.	11,777.
c Total from continuation sheets to Part VII, Section A								0.	0.	0.
d Total (add lines 1b and 1c)								119,200.	0.	11,777.

2		Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization ▶		1
			Yes	No
3		Did the organization list any former officer, director, or trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual	3	X
4		For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual	4	X
5		Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person	5	X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.		
(A) Name and business address	(B) Description of services	(C) Compensation
NEOSYSTEMS, 1861 INTERNATIONAL DRIVE SUITE 200, MCLEAN, VA 22102	ACCOUNTING MEMBERSHIP SERVICES	124,966.
VICKI JOHNSON & ASSOCIATES, 2516 Q STREET NW #Q203, WASHINGTON, DC 20007	MEETINGS MANAGEMENT	108,472.
2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization ▶		2

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Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII ☐

				(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512 - 514
Contributions, Gifts, Grants and Other Similar Amounts	1 a Federated campaigns	1a					
	b Membership dues	1b					
	c Fundraising events	1c					
	d Related organizations	1d					
	e Government grants (contributions)	1e					
	f All other contributions, gifts, grants, and similar amounts not included above	1f					
	g Noncash contributions included in lines 1a-1f: \$						
	h Total. Add lines 1a-1f						
Program Service Revenue	2 a CONFERENCE REVENUE	Business Code	900099	659,534.	484,844.		174,690.
	b MEMBERSHIP DUES		900099	407,172.	407,172.		
	c EDUCATIONAL PROGRAMS		900099	282,393.	282,393.		
	d PUBLICATIONS		900099	12,502.	12,502.		
	e SPECIAL PROJECTS		900099	2,613.	2,613.		
	f All other program service revenue		900099	4,511.	4,511.		
	g Total. Add lines 2a-2f			1,368,725.			
	3 Investment income (including dividends, interest, and other similar amounts)			28,454.			28,454.
4 Income from investment of tax-exempt bond proceeds							
5 Royalties			85,214.			85,214.	
Other Revenue	6 a Gross rents	(i) Real	(ii) Personal				
	b Less: rental expenses						
	c Rental income or (loss)						
	d Net rental income or (loss)						
	7 a Gross amount from sales of assets other than inventory	(i) Securities	(ii) Other				
	b Less: cost or other basis and sales expenses						
	c Gain or (loss)						
	d Net gain or (loss)						
	8 a Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18	a					
	b Less: direct expenses	b					
	c Net income or (loss) from fundraising events						
	9 a Gross income from gaming activities. See Part IV, line 19	a					
	b Less: direct expenses	b					
	c Net income or (loss) from gaming activities						
	10 a Gross sales of inventory, less returns and allowances	a					
	b Less: cost of goods sold	b					
	c Net income or (loss) from sales of inventory						
	Miscellaneous Revenue			Business Code			
11 a JOB BOARD		900099	46,456.		46,456.		
b							
c							
d All other revenue							
e Total. Add lines 11a-11d			46,456.				
12 Total revenue. See instructions			1,528,849.	1,194,035.	46,456.	288,358.	

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Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX ☒ **X**

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	131,777.			
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	218,681.			
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits	21,539.			
10 Payroll taxes	26,839.			
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting	94,402.			
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)	308,013.			
12 Advertising and promotion	6,526.			
13 Office expenses	107,018.			
14 Information technology	13,659.			
15 Royalties	34,247.			
16 Occupancy				
17 Travel	93,522.			
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	402,997.			
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	38,477.			
23 Insurance	9,054.			
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a UBIT TAXES	21,995.			
b MEMBERSHIP SERVICES	88,085.			
c DUES AND SUBSCRIPTIONS	50,798.			
d BANK CHARGES	46,133.			
e All other expenses	25,232.			
25 Total functional expenses. Add lines 1 through 24e	1,738,994.			
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation.				

Check here ☐ if following SOP 98-2 (ASC 958-720)

**AMERICAN SOCIETY FOR CLINICAL LABORATORY
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Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X ☐

		(A) Beginning of year		(B) End of year
Assets	1 Cash - non-interest-bearing	15,756.	1	22,036.
	2 Savings and temporary cash investments	249,320.	2	84,583.
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net	28,972.	4	47,053.
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instr). Complete Part II of Sch L		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges	16,578.	9	32,330.
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	106,429.		
	b Less: accumulated depreciation	58,566.		
	11 Investments - publicly traded securities	56,131.	10c	47,863.
	12 Investments - other securities. See Part IV, line 11	982,323.	11	870,839.
	13 Investments - program-related. See Part IV, line 11		12	
	14 Intangible assets		13	
	15 Other assets. See Part IV, line 11	0.	14	
16 Total assets. Add lines 1 through 15 (must equal line 34)	1,349,080.	15	6,400.	
Liabilities	17 Accounts payable and accrued expenses	1,349,080.	16	1,111,104.
	18 Grants payable	359,208.	17	293,569.
	19 Deferred revenue		18	
	20 Tax-exempt bond liabilities	295,517.	19	322,921.
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		20	
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		21	
	23 Secured mortgages and notes payable to unrelated third parties		22	
	24 Unsecured notes and loans payable to unrelated third parties		23	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D		24	
	26 Total liabilities. Add lines 17 through 25	654,725.	25	616,490.
Net Assets or Fund Balances	Organizations that follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.			
	27 Unrestricted net assets	694,355.	26	616,490.
	28 Temporarily restricted net assets		27	494,614.
	29 Permanently restricted net assets		28	
	Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.			
	30 Capital stock or trust principal, or current funds		29	
	31 Paid-in or capital surplus, or land, building, or equipment fund		30	
	32 Retained earnings, endowment, accumulated income, or other funds		31	
	33 Total net assets or fund balances	694,355.	32	494,614.
34 Total liabilities and net assets/fund balances	1,349,080.	33	1,111,104.	

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Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	1,528,849.
2	Total expenses (must equal Part IX, column (A), line 25)	2	1,738,994.
3	Revenue less expenses. Subtract line 2 from line 1	3	-210,145.
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	694,355.
5	Net unrealized gains (losses) on investments	5	10,404.
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	494,614.

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII ☐

		Yes	No
1	Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
2a	Were the organization's financial statements compiled or reviewed by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
b	Were the organization's financial statements audited by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input checked="" type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.	X	
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?		X
b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits		

Form **990** (2018)

SCHEDULE C
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Political Campaign and Lobbying Activities

For Organizations Exempt From Income Tax Under section 501(c) and section 527
▶ **Complete if the organization is described below.** ▶ **Attach to Form 990 or Form 990-EZ.**
▶ **Go to www.irs.gov/Form990 for instructions and the latest information.**

OMB No. 1545-0047

2018

**Open to Public
Inspection**

If the organization answered "Yes," on Form 990, Part IV, line 3, or Form 990-EZ, Part V, line 46 (Political Campaign Activities), then

- Section 501(c)(3) organizations: Complete Parts I-A and B. Do not complete Part I-C.
- Section 501(c) (other than section 501(c)(3)) organizations: Complete Parts I-A and C below. Do not complete Part I-B.
- Section 527 organizations: Complete Part I-A only.

If the organization answered "Yes," on Form 990, Part IV, line 4, or Form 990-EZ, Part VI, line 47 (Lobbying Activities), then

- Section 501(c)(3) organizations that have filed Form 5768 (election under section 501(h)): Complete Part II-A. Do not complete Part II-B.
- Section 501(c)(3) organizations that have NOT filed Form 5768 (election under section 501(h)): Complete Part II-B. Do not complete Part II-A.

If the organization answered "Yes," on Form 990, Part IV, line 5 (Proxy Tax) (see separate instructions) or Form 990-EZ, Part V, line 35c (Proxy Tax) (see separate instructions), then

- Section 501(c)(4), (5), or (6) organizations: Complete Part III.

Name of organization	AMERICAN SOCIETY FOR CLINICAL LABORATORY SCIENCE	Employer identification number	74-1091114
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Part I-A Complete if the organization is exempt under section 501(c) or is a section 527 organization.

1 Provide a description of the organization's direct and indirect political campaign activities in Part IV.

2 Political campaign activity expenditures ▶ \$

3 Volunteer hours for political campaign activities ▶

Part I-B Complete if the organization is exempt under section 501(c)(3).

1 Enter the amount of any excise tax incurred by the organization under section 4955 ▶ \$

2 Enter the amount of any excise tax incurred by organization managers under section 4955 ▶ \$

3 If the organization incurred a section 4955 tax, did it file Form 4720 for this year? ☐ Yes ☐ No

4a Was a correction made? ☐ Yes ☐ No

b If "Yes," describe in Part IV.

Part I-C Complete if the organization is exempt under section 501(c), except section 501(c)(3).

1 Enter the amount directly expended by the filing organization for section 527 exempt function activities ▶ \$

2 Enter the amount of the filing organization's funds contributed to other organizations for section 527
exempt function activities ▶ \$

3 Total exempt function expenditures. Add lines 1 and 2. Enter here and on Form 1120-POL,
line 17b ▶ \$

4 Did the filing organization file **Form 1120-POL** for this year? ☐ Yes ☐ No

5 Enter the names, addresses and employer identification number (EIN) of all section 527 political organizations to which the filing organization made payments. For each organization listed, enter the amount paid from the filing organization's funds. Also enter the amount of political contributions received that were promptly and directly delivered to a separate political organization, such as a separate segregated fund or a political action committee (PAC). If additional space is needed, provide information in Part IV.

(a) Name	(b) Address	(c) EIN	(d) Amount paid from filing organization's funds. If none, enter -0-.	(e) Amount of political contributions received and promptly and directly delivered to a separate political organization. If none, enter -0-.

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule C (Form 990 or 990-EZ) 2018

LHA

832041 11-08-18

Part II-A Complete if the organization is exempt under section 501(c)(3) and filed Form 5768 (election under section 501(h)).

- A** Check ☐ if the filing organization belongs to an affiliated group (and list in Part IV each affiliated group member's name, address, EIN, expenses, and share of excess lobbying expenditures).
- B** Check ☐ if the filing organization checked box A and "limited control" provisions apply.

Limits on Lobbying Expenditures (The term "expenditures" means amounts paid or incurred.)		(a) Filing organization's totals	(b) Affiliated group totals												
1a Total lobbying expenditures to influence public opinion (grass roots lobbying)															
b Total lobbying expenditures to influence a legislative body (direct lobbying)															
c Total lobbying expenditures (add lines 1a and 1b)															
d Other exempt purpose expenditures															
e Total exempt purpose expenditures (add lines 1c and 1d)															
f Lobbying nontaxable amount. Enter the amount from the following table in both columns.															
<table border="1"> <thead> <tr> <th>If the amount on line 1e, column (a) or (b) is:</th> <th>The lobbying nontaxable amount is:</th> </tr> </thead> <tbody> <tr> <td>Not over \$500,000</td> <td>20% of the amount on line 1e.</td> </tr> <tr> <td>Over \$500,000 but not over \$1,000,000</td> <td>\$100,000 plus 15% of the excess over \$500,000.</td> </tr> <tr> <td>Over \$1,000,000 but not over \$1,500,000</td> <td>\$175,000 plus 10% of the excess over \$1,000,000.</td> </tr> <tr> <td>Over \$1,500,000 but not over \$17,000,000</td> <td>\$225,000 plus 5% of the excess over \$1,500,000.</td> </tr> <tr> <td>Over \$17,000,000</td> <td>\$1,000,000.</td> </tr> </tbody> </table>	If the amount on line 1e, column (a) or (b) is:	The lobbying nontaxable amount is:	Not over \$500,000	20% of the amount on line 1e.	Over \$500,000 but not over \$1,000,000	\$100,000 plus 15% of the excess over \$500,000.	Over \$1,000,000 but not over \$1,500,000	\$175,000 plus 10% of the excess over \$1,000,000.	Over \$1,500,000 but not over \$17,000,000	\$225,000 plus 5% of the excess over \$1,500,000.	Over \$17,000,000	\$1,000,000.			
If the amount on line 1e, column (a) or (b) is:	The lobbying nontaxable amount is:														
Not over \$500,000	20% of the amount on line 1e.														
Over \$500,000 but not over \$1,000,000	\$100,000 plus 15% of the excess over \$500,000.														
Over \$1,000,000 but not over \$1,500,000	\$175,000 plus 10% of the excess over \$1,000,000.														
Over \$1,500,000 but not over \$17,000,000	\$225,000 plus 5% of the excess over \$1,500,000.														
Over \$17,000,000	\$1,000,000.														
g Grassroots nontaxable amount (enter 25% of line 1f)															
h Subtract line 1g from line 1a. If zero or less, enter -0-															
i Subtract line 1f from line 1c. If zero or less, enter -0-															
j If there is an amount other than zero on either line 1h or line 1i, did the organization file Form 4720 reporting section 4911 tax for this year?		<input type="checkbox"/> Yes	<input type="checkbox"/> No												

4-Year Averaging Period Under Section 501(h)

(Some organizations that made a section 501(h) election do not have to complete all of the five columns below.

See the separate instructions for lines 2a through 2f.)

Lobbying Expenditures During 4-Year Averaging Period					
Calendar year (or fiscal year beginning in)	(a) 2015	(b) 2016	(c) 2017	(d) 2018	(e) Total
2a Lobbying nontaxable amount					
b Lobbying ceiling amount (150% of line 2a, column(e))					
c Total lobbying expenditures					
d Grassroots nontaxable amount					
e Grassroots ceiling amount (150% of line 2d, column (e))					
f Grassroots lobbying expenditures					

Schedule C (Form 990 or 990-EZ) 2018

AMERICAN SOCIETY FOR CLINICAL LABORATORY

Schedule C (Form 990 or 990-EZ) 2018 **SCIENCE**

74-1091114 Page **3**

Part II-B Complete if the organization is exempt under section 501(c)(3) and has NOT filed Form 5768 (election under section 501(h)).

	(a)		(b)
	Yes	No	Amount
1 During the year, did the filing organization attempt to influence foreign, national, state, or local legislation, including any attempt to influence public opinion on a legislative matter or referendum, through the use of:			
a Volunteers?			
b Paid staff or management (include compensation in expenses reported on lines 1c through 1i)?			
c Media advertisements?			
d Mailings to members, legislators, or the public?			
e Publications, or published or broadcast statements?			
f Grants to other organizations for lobbying purposes?			
g Direct contact with legislators, their staffs, government officials, or a legislative body?			
h Rallies, demonstrations, seminars, conventions, speeches, lectures, or any similar means?			
i Other activities?			
j Total. Add lines 1c through 1i			
2a Did the activities in line 1 cause the organization to be not described in section 501(c)(3)?			
b If "Yes," enter the amount of any tax incurred under section 4912			
c If "Yes," enter the amount of any tax incurred by organization managers under section 4912			
d If the filing organization incurred a section 4912 tax, did it file Form 4720 for this year?			

Part III-A Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6).

	Yes	No
1 Were substantially all (90% or more) dues received nondeductible by members?	1	X
2 Did the organization make only in-house lobbying expenditures of \$2,000 or less?	2	X
3 Did the organization agree to carry over lobbying and political campaign activity expenditures from the prior year?	3	X

Part III-B Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6) and if either (a) BOTH Part III-A, lines 1 and 2, are answered "No," OR (b) Part III-A, line 3, is answered "Yes."

1 Dues, assessments and similar amounts from members	1	407,172.
2 Section 162(e) nondeductible lobbying and political expenditures (do not include amounts of political expenses for which the section 527(f) tax was paid).		
a Current year	2a	36,000.
b Carryover from last year	2b	133.
c Total	2c	36,133.
3 Aggregate amount reported in section 6033(e)(1)(A) notices of nondeductible section 162(e) dues	3	36,645.
4 If notices were sent and the amount on line 2c exceeds the amount on line 3, what portion of the excess does the organization agree to carryover to the reasonable estimate of nondeductible lobbying and political expenditure next year?	4	
5 Taxable amount of lobbying and political expenditures (see instructions)	5	-512.

Part IV Supplemental Information

Provide the descriptions required for Part I-A, line 1; Part I-B, line 4; Part I-C, line 5; Part II-A (affiliated group list); Part II-A, lines 1 and 2 (see instructions); and Part II-B, line 1. Also, complete this part for any additional information.

SCHEDULE D
(Form 990)Department of the Treasury
Internal Revenue Service**Supplemental Financial Statements**▶ **Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.**▶ **Attach to Form 990.**▶ **Go to www.irs.gov/Form990 for instructions and the latest information.**

OMB No. 1545-0047

2018**Open to Public Inspection****Name of the organization** AMERICAN SOCIETY FOR CLINICAL LABORATORY SCIENCE**Employer identification number**
74-1091114**Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.** Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Part II Conservation Easements. Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

<input type="checkbox"/> Preservation of land for public use (e.g., recreation or education)	<input type="checkbox"/> Preservation of a historically important land area
<input type="checkbox"/> Protection of natural habitat	<input type="checkbox"/> Preservation of a certified historic structure
<input type="checkbox"/> Preservation of open space	

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included in (a)	2c
d Number of conservation easements included in (c) acquired after 7/25/06, and not on a historic structure listed in the National Register	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶

4 Number of states where property subject to conservation easement is located ▶

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?

☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ \$

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?

☐ Yes ☐ No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1

(ii) Assets included in Form 990, Part X

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items:

a Revenue included on Form 990, Part VIII, line 1

b Assets included in Form 990, Part X

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule D (Form 990) 2018

832051 10-29-18

Part VII Investments - Other Securities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 12.) ►		

Part VIII Investments - Program Related.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 13.) ►		

Part IX Other Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 15.) ►	

Part X Other Liabilities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value	
(1) Federal income taxes		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Column (b) must equal Form 990, Part X, col. (B) line 25.) ►		

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII ☒

**AMERICAN SOCIETY FOR CLINICAL LABORATORY
SCIENCE**

Schedule D (Form 990) 2018

74-1091114 Page **4**

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements	1	1,539,253.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:		
a	Net unrealized gains (losses) on investments	2a	10,404.
b	Donated services and use of facilities	2b	
c	Recoveries of prior year grants	2c	
d	Other (Describe in Part XIII.)	2d	
e	Add lines 2a through 2d	2e	10,404.
3	Subtract line 2e from line 1	3	1,528,849.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIII.)	4b	
c	Add lines 4a and 4b	4c	0.
5	Total revenue. Add lines 3 and 4c . (This must equal Form 990, Part I, line 12.)	5	1,528,849.

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements	1	1,738,994.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:		
a	Donated services and use of facilities	2a	
b	Prior year adjustments	2b	
c	Other losses	2c	
d	Other (Describe in Part XIII.)	2d	
e	Add lines 2a through 2d	2e	0.
3	Subtract line 2e from line 1	3	1,738,994.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIII.)	4b	
c	Add lines 4a and 4b	4c	0.
5	Total expenses. Add lines 3 and 4c . (This must equal Form 990, Part I, line 18.)	5	1,738,994.

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART X, LINE 2:

ASCLS AND THE FUND ARE GENERALLY EXEMPT FROM FEDERAL AND STATE INCOME TAXES, EXCEPT ON EARNINGS DERIVED FROM UNRELATED BUSINESS ACTIVITIES. FOR THE YEARS ENDED JULY 31, 2019 AND 2018, TOTAL FEDERAL AND STATE UNRELATED BUSINESS INCOME TAX EXPENSE FOR ASCLS WAS APPROXIMATELY \$11,700 AND \$9,950, RESPECTIVELY. THE FUND HAS NOT ENGAGED IN ANY UNRELATED BUSINESS ACTIVITIES. THE COMMITTEE IS GENERALLY EXEMPT FROM FEDERAL AND STATE INCOME TAXES EXCEPT ON ITS NET INVESTMENT INCOME, AND FILES FEDERAL FORM 1120-POL, U.S. INCOME TAX RETURN FOR CERTAIN POLITICAL ORGANIZATIONS. THE COMMITTEE INCURRED NO TAX EXPENSE DURING THE YEARS ENDED JULY 31, 2019 AND 2018.

Part XIII Supplemental Information (continued)

MANAGEMENT HAS EVALUATED THE SOCIETY'S TAX POSITIONS AND CONCLUDED THAT
THE SOCIETY'S CONSOLIDATED FINANCIAL STATEMENTS DO NOT INCLUDE ANY
UNCERTAIN TAX POSITIONS. TAX AND INFORMATION RETURNS ARE GENERALLY
SUBJECT TO EXAMINATION FOR THREE YEARS AFTER THEIR FILING.

DRAFT

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2018

Open to Public
Inspection

Name of the organization

AMERICAN SOCIETY FOR CLINICAL LABORATORY
SCIENCE

Employer identification number
74-1091114

FORM 990, PART I, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:

TO PROMOTE CLINICAL LABORATORY SCIENCE PRACTICE, EDUCATION, AND
MANAGEMENT TO ENSURE EXCELLENT, ASSESSIBLE, COST EFFECTIVE LABORATORY
SERVICES FOR CONSUMERS OF HEALTH CARE.

FORM 990, PART VI, SECTION A, LINE 6:

ASCLS HAS SIX CLASSES OF MEMBERS; PROFESSIONAL, COMMUNITY, EMERITUS,
DEVELOPING PROFESSIONAL, HONORARY AND ASCENDING PROFESSIONAL. ALL CLASSES
EXCEPT COMMUNITY AND HONORARY MEMBERS HAVE FULL VOTING RIGHTS AND APPROVE
BOARD ELECTIONS ANNUALLY.

FORM 990, PART VI, SECTION A, LINE 7A:

ASCLS MEMBERS ELECT A HOUSE OF DELEGATES WHO HAVE AUTHORITY TO ELECT
OFFICERS AND DIRECTORS.

FORM 990, PART VI, SECTION A, LINE 7B:

THE HOUSE OF DELEGATES HAVE THE AUTHORITY TO ELECT OFFICERS AND DIRECTORS
AND ELECTIVE COMMITTEES; ADOPTION AND AMENDMENT OF THE BY-LAWS AND ARTICLES
OF INCORPORATION IN COMPLIANCE WITH THE LAWS OF THE STATE OF INCORPORATION;
APPROVAL OF PROFESSIONAL PRACTICE STANDARDS FOR THE SOCIETY AND THE
PROFESSION; HEARING APPEALS AND RENDERING FINAL DECISIONS; AND TO REVIEW
THE ANNUAL AUDIT EXCEPT AS OTHERWISE PROVIDED IN THE BY-LAWS.

FORM 990, PART VI, SECTION B, LINE 11B:

THE 990 IS PREPARED BY AN OUTSIDE ACCOUNTING FIRM WITH ASSISTANCE OF THE
ORGANIZATION'S ACCOUNTANT. THE DRAFT IS APPROVED BY THE EXECUTIVE VICE

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule O (Form 990 or 990-EZ) (2018)

Name of the organization	AMERICAN SOCIETY FOR CLINICAL LABORATORY SCIENCE	Employer identification number 74-1091114
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PRESIDENT. A COPY OF THE FINAL 990 IS DISTRIBUTED TO EACH BOARD MEMBER BEFORE FILING.

FORM 990, PART VI, SECTION B, LINE 12C:

PERIODIC REVIEWS ARE CONDUCTED BY THE BOARD AND EXECUTIVE COMMITTEE INCLUDING REVIEW OF COMPENSATION ARRANGEMENTS, CONTRACTS, PARTNERSHIPS, AND AGREEMENTS WITH OUTSIDE ORGANIZATIONS. ANY DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST ARE DISCUSSED BY THE BOARD AND/OR EXECUTIVE COMMITTEE TO DETERMINE IF A CONFLICT EXISTS. THE PERSON MUST RECUSE THEMSELVES DURING DISCUSSION AND VOTING ON SUCH MATTERS.

FORM 990, PART VI, SECTION B, LINE 15A:

THE EXECUTIVE VICE PRESIDENT'S SALARY AND BENEFIT PACKAGE ARE REVIEWED AND APPROVED BY THE BOARD ANNUALLY USING COMPARABILITY DATA AND THESE DELIBERATIONS AND DECISIONS ARE DOCUMENTED IN THE BOARD'S MINUTES.

FORM 990, PART VI, SECTION C, LINE 19:

THE ORGANIZATION'S GOVERNING DOCUMENTS, CONFLICT OF INTEREST POLICY, AND FINANCIAL STATEMENTS ARE AVAILABLE TO THE PUBLIC UPON REQUEST.

FORM 990, PART IX, LINE 11G, OTHER FEES:

HONORARIA	17,458.
OUTSIDE SERVICES	205,968.
PHOTOGRAPHY	2,455.
AUDIO VISUAL SIGNS	82,132.
TOTAL OTHER FEES ON FORM 990, PART IX, LINE 11G, COL A	308,013.

SCHEDULE R
(Form 990)

Department of the Treasury
Internal Revenue Service

Related Organizations and Unrelated Partnerships

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 33, 34, 35b, 36, or 37.

▶ Attach to Form 990.

▶ Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2018

**Open to Public
Inspection**

Name of the organization **AMERICAN SOCIETY FOR CLINICAL LABORATORY
SCIENCE** Employer identification number **74-1091114**

Part I Identification of Disregarded Entities. Complete if the organization answered "Yes" on Form 990, Part IV, line 33.

(a) Name, address, and EIN (if applicable) of disregarded entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity

Part II Identification of Related Tax-Exempt Organizations. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related tax-exempt organizations during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Exempt Code section	(e) Public charity status (if section 501(c)(3))	(f) Direct controlling entity	(g) Section 512(b)(13) controlled entity?	
						Yes	No
ASCLS EDUCATION AND RESEARCH FUND - 74-6051435, 1861 INTERNATIONAL DRIVE, SUITE 200, MCLEAN, VA 22102	RESEARCH	TEXAS	501(C)(3)	LINE 7	AMERICAN SOCIETY FOR CLINICAL LABORATORY	X	
ASCLS PAC - 76-0162344 1861 INTERNATIONAL DRIVE, SUITE 200 MCLEAN, VA 22102	POLITICAL ACTION COMMITTEE	MICHIGAN	527		AMERICAN SOCIETY FOR CLINICAL LABORATORY	X	

For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule R (Form 990) 2018

Part V Transactions With Related Organizations. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, 35b, or 36.

Note: Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule.

	Yes	No
1 During the tax year, did the organization engage in any of the following transactions with one or more related organizations listed in Parts II-IV?		
a Receipt of (i) interest, (ii) annuities, (iii) royalties, or (iv) rent from a controlled entity	1a	X
b Gift, grant, or capital contribution to related organization(s)	1b	X
c Gift, grant, or capital contribution from related organization(s)	1c	X
d Loans or loan guarantees to or for related organization(s)	1d	X
e Loans or loan guarantees by related organization(s)	1e	X
f Dividends from related organization(s)	1f	X
g Sale of assets to related organization(s)	1g	X
h Purchase of assets from related organization(s)	1h	X
i Exchange of assets with related organization(s)	1i	X
j Lease of facilities, equipment, or other assets to related organization(s)	1j	X
k Lease of facilities, equipment, or other assets from related organization(s)	1k	X
l Performance of services or membership or fundraising solicitations for related organization(s)	1l	X
m Performance of services or membership or fundraising solicitations by related organization(s)	1m	X
n Sharing of facilities, equipment, mailing lists, or other assets with related organization(s)	1n	X
o Sharing of paid employees with related organization(s)	1o	X
p Reimbursement paid to related organization(s) for expenses	1p	X
q Reimbursement paid by related organization(s) for expenses	1q	X
r Other transfer of cash or property to related organization(s)	1r	X
s Other transfer of cash or property from related organization(s)	1s	X

2 If the answer to any of the above is "Yes," see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

(a) Name of related organization	(b) Transaction type (a-s)	(c) Amount involved	(d) Method of determining amount involved
(1)			
(2)			
(3)			
(4)			
(5)			
(6)			

Part VI **Unrelated Organizations Taxable as a Partnership.** Complete if the organization answered "Yes" on Form 990, Part IV, line 37.

Provide the following information for each entity taxed as a partnership through which the organization conducted more than five percent of its activities (measured by total assets or gross revenue) that was not a related organization. See instructions regarding exclusion for certain investment partnerships.

[illegible]

Part VII Supplemental Information.

Provide additional information for responses to questions on Schedule R. See instructions.

DRAFT

2019 ESTIMATED TAX FILING INSTRUCTIONS

FORM 990-W

FOR THE YEAR ENDING

JULY 31, 2020

Prepared for	AMERICAN SOCIETY FOR CLINICAL LABORATORY SCIENCE 1861 INTERNATIONAL DRIVE NO. 200 MCLEAN, VA 22102																											
Prepared by	CALIBRE CPA GROUP PLLC 7501 WISCONSIN AVENUE, SUITE 1200 WEST BETHESDA, MD 20814																											
Amount of tax	<table><tr><td>Total Estimated Tax</td><td>\$</td><td>8,976</td></tr><tr><td>Less credit from prior year</td><td>\$</td><td>0</td></tr><tr><td>Less amount already paid on 2019 estimate</td><td>\$</td><td>0</td></tr><tr><td>Balance due</td><td>\$</td><td>8,976</td></tr></table> <p>Payable in full or in installments as follows:</p> <table><thead><tr><th>Installment</th><th>Amount</th><th>Due Date</th></tr></thead><tbody><tr><td>No. 1</td><td>\$ NONE REQUIRED</td><td></td></tr><tr><td>No. 2</td><td>\$ NONE REQUIRED</td><td></td></tr><tr><td>No. 3</td><td>\$ 6,732</td><td>APRIL 15, 2020</td></tr><tr><td>No. 4</td><td>\$ 2,244</td><td>JULY 15, 2020</td></tr></tbody></table>	Total Estimated Tax	\$	8,976	Less credit from prior year	\$	0	Less amount already paid on 2019 estimate	\$	0	Balance due	\$	8,976	Installment	Amount	Due Date	No. 1	\$ NONE REQUIRED		No. 2	\$ NONE REQUIRED		No. 3	\$ 6,732	APRIL 15, 2020	No. 4	\$ 2,244	JULY 15, 2020
Total Estimated Tax	\$	8,976																										
Less credit from prior year	\$	0																										
Less amount already paid on 2019 estimate	\$	0																										
Balance due	\$	8,976																										
Installment	Amount	Due Date																										
No. 1	\$ NONE REQUIRED																											
No. 2	\$ NONE REQUIRED																											
No. 3	\$ 6,732	APRIL 15, 2020																										
No. 4	\$ 2,244	JULY 15, 2020																										
Make check payable to	PAYMENTS SHOULD BE MADE USING THE ELECTRONIC FEDERAL TAX PAYMENT SYSTEM (EFTPS).																											
Mail voucher and check (if applicable) to	NOT APPLICABLE																											
Special Instructions																												

Form **990-W**
(Worksheet)Department of the Treasury
Internal Revenue Service**Estimated Tax on Unrelated Business Taxable
Income for Tax-Exempt Organizations**

(and on Investment Income for Private Foundations) FORM 990-T

OMB No. 1545-0976

2019

- Go to www.irs.gov/Form990W for instructions and the latest information.
► Keep for your records. Do not send to the Internal Revenue Service.

1	Unrelated business taxable income expected in the tax year	1	
2	Tax on the amount on line 1. See instructions for tax computation	2	
3	Alternative minimum tax for trusts. See instructions	3	
4	Total. Add lines 2 and 3	4	
5	Estimated tax credits. See instructions	5	
6	Subtract line 5 from line 4	6	
7	Other taxes. See instructions	7	
8	Total. Add lines 6 and 7	8	
9	Credit for federal tax paid on fuels. See instructions	9	
10a	Subtract line 9 from line 8. Note: If less than \$500, the organization is not required to make estimated tax payments. Private foundations, see instructions	10a	
b	Enter the tax shown on the 2018 return. See instructions. Caution: If zero or the tax year was for less than 12 months, skip this line and enter the amount from line 10a on line 10c	10b	8,973.
c	2019 Estimated Tax. Enter the smaller of line 10a or line 10b. If the organization is required to skip line 10b, enter the amount from line 10a on line 10c	10c	8,976.
			ADJUSTED TO
	(a)	(b)	(c)
11	Installment due dates. See instructions	11	04/15/20 07/15/20
12	Required installments. Enter 25% of line 10c in columns (a) through (d). But see instructions if the organization uses the annualized income installment method, the adjusted seasonal installment method, or is a "large organization."	12	6,732. 2,244.
13	2018 Overpayment. See instructions	13	
14	Payment due (Subtract line 13 from line 12)	14	6,732. 2,244.

LHA For Paperwork Reduction Act Notice, see instructions.

Form **990-W** (2019)

TAX RETURN FILING INSTRUCTIONS

FORM 990-T

FOR THE YEAR ENDING

JULY 31, 2019

Prepared for	AMERICAN SOCIETY FOR CLINICAL LABORATORY SCIENCE 1861 INTERNATIONAL DRIVE NO. 200 MCLEAN, VA 22102
Prepared by	CALIBRE CPA GROUP PLLC 7501 WISCONSIN AVENUE, SUITE 1200 WEST BETHESDA, MD 20814
Amount due or refund	BALANCE DUE OF \$1,577
Make check payable to	PAYMENTS SHOULD BE MADE USING THE ELECTRONIC FEDERAL TAX PAYMENT SYSTEM (EFTPS).
Mail tax return and check (if applicable) to	DEPARTMENT OF THE TREASURY INTERNAL REVENUE SERVICE CENTER OGDEN, UT 84201-0027
Return must be mailed on or before	AS SOON AS POSSIBLE.
Special Instructions	THE RETURN SHOULD BE SIGNED AND DATED.

Exempt Organization Business Income Tax Return

(and proxy tax under section 6033(e))

OMB No. 1545-0687

2018

For calendar year 2018 or other tax year beginning **AUG 1, 2018**, and ending **JUL 31, 2019**.▶ Go to www.irs.gov/Form990T for instructions and the latest information.

▶ Do not enter SSN numbers on this form as it may be made public if your organization is a 501(c)(3).

Open to Public Inspection for 501(c)(3) Organizations Only

Department of the Treasury
Internal Revenue Service

A <input type="checkbox"/> Check box if address changed		Name of organization (<input type="checkbox"/> Check box if name changed and see instructions.) AMERICAN SOCIETY FOR CLINICAL LABORATORY SCIENCE		D Employer identification number (Employees' trust, see instructions.) 74-1091114	
B Exempt under section <input checked="" type="checkbox"/> 501(c)(6) <input type="checkbox"/> 408(e) <input type="checkbox"/> 220(e) <input type="checkbox"/> 408A <input type="checkbox"/> 530(a) <input type="checkbox"/> 529(a)		Print or Type Number, street, and room or suite no. If a P.O. box, see instructions. 1861 INTERNATIONAL DRIVE, NO. 200 City or town, state or province, country, and ZIP or foreign postal code MCLEAN, VA 22102		E Unrelated business activity code (See instructions.) 900099	
C Book value of all assets at end of year 1,111,104.		F Group exemption number (See instructions.) ▶			
		G Check organization type ▶ <input checked="" type="checkbox"/> 501(c) corporation <input type="checkbox"/> 501(c) trust <input type="checkbox"/> 401(a) trust <input type="checkbox"/> Other trust			

H Enter the number of the organization's unrelated trades or businesses. ▶ **1** Describe the only (or first) unrelated trade or business here ▶ **JOB BOARD REVENUES**. If only one, complete Parts I-V. If more than one, describe the first in the blank space at the end of the previous sentence, complete Parts I and II, complete a Schedule M for each additional trade or business, then complete Parts III-V.

I During the tax year, was the corporation a subsidiary in an affiliated group or a parent-subsidiary controlled group? ▶ ☐ Yes ☒ No
If "Yes," enter the name and identifying number of the parent corporation. ▶

J The books are in care of ▶ **KAREN GOODWIN** Telephone number ▶ **571-748-3770**

Part I Unrelated Trade or Business Income		(A) Income	(B) Expenses	(C) Net
1a Gross receipts or sales				
b Less returns and allowances				
c Balance	1c			
2 Cost of goods sold (Schedule A, line 7)	2			
3 Gross profit. Subtract line 2 from line 1c	3			
4a Capital gain net income (attach Schedule D)	4a			
b Net gain (loss) (Form 4797, Part II, line 17) (attach Form 4797)	4b			
c Capital loss deduction for trusts	4c			
5 Income (loss) from a partnership or an S corporation (attach statement)	5			
6 Rent income (Schedule C)	6			
7 Unrelated debt-financed income (Schedule E)	7			
8 Interest, annuities, royalties, and rents from a controlled organization (Schedule F)	8			
9 Investment income of a section 501(c)(7), (9), or (17) organization (Schedule G)	9			
10 Exploited exempt activity income (Schedule I)	10	46,456.		46,456.
11 Advertising income (Schedule J)	11			
12 Other income (See instructions; attach schedule)	12			
13 Total. Combine lines 3 through 12	13	46,456.		46,456.

Part II Deductions Not Taken Elsewhere (See instructions for limitations on deductions.)

(Except for contributions, deductions must be directly connected with the unrelated business income.)

14 Compensation of officers, directors, and trustees (Schedule K)	14	
15 Salaries and wages	15	
16 Repairs and maintenance	16	
17 Bad debts	17	
18 Interest (attach schedule) (see instructions)	18	
19 Taxes and licenses	19	2,727.
20 Charitable contributions (See instructions for limitation rules)	20	
21 Depreciation (attach Form 4562)	21	
22 Less depreciation claimed on Schedule A and elsewhere on return	22a	
23 Depletion	23	
24 Contributions to deferred compensation plans	24	
25 Employee benefit programs	25	
26 Excess exempt expenses (Schedule I)	26	
27 Excess readership costs (Schedule J)	27	
28 Other deductions (attach schedule)	28	
29 Total deductions. Add lines 14 through 28	29	2,727.
30 Unrelated business taxable income before net operating loss deduction. Subtract line 29 from line 13	30	43,729.
31 Deduction for net operating loss arising in tax years beginning on or after January 1, 2018 (see instructions)	31	
32 Unrelated business taxable income. Subtract line 31 from line 30	32	43,729.

Part III Total Unrelated Business Taxable Income

33	Total of unrelated business taxable income computed from all unrelated trades or businesses (see instructions)	33	43,729.
34	Amounts paid for disallowed fringes	34	
35	Deduction for net operating loss arising in tax years beginning before January 1, 2018 (see instructions)	35	
36	Total of unrelated business taxable income before specific deduction. Subtract line 35 from the sum of lines 33 and 34	36	43,729.
37	Specific deduction (Generally \$1,000, but see line 37 instructions for exceptions)	37	1,000.
38	Unrelated business taxable income. Subtract line 37 from line 36. If line 37 is greater than line 36, enter the smaller of zero or line 36	38	42,729.

Part IV Tax Computation

39	Organizations Taxable as Corporations. Multiply line 38 by 21% (0.21)	39	8,973.
40	Trusts Taxable at Trust Rates. See instructions for tax computation. Income tax on the amount on line 38 from: <input type="checkbox"/> Tax rate schedule or <input type="checkbox"/> Schedule D (Form 1041)	40	
41	Proxy tax. See instructions	41	
42	Alternative minimum tax (trusts only)	42	
43	Tax on Noncompliant Facility Income. See instructions	43	
44	Total. Add lines 41, 42, and 43 to line 39 or 40, whichever applies	44	8,973.

Part V Tax and Payments

45a	Foreign tax credit (corporations attach Form 1118; trusts attach Form 1116)	45a	
b	Other credits (see instructions)	45b	
c	General business credit. Attach Form 3800	45c	
d	Credit for prior year minimum tax (attach Form 8801 or 8827)	45d	
e	Total credits. Add lines 45a through 45d	45e	
46	Subtract line 45e from line 44	46	8,973.
47	Other taxes. Check if from: <input type="checkbox"/> Form 4255 <input type="checkbox"/> Form 8611 <input type="checkbox"/> Form 8697 <input type="checkbox"/> Form 8866 <input type="checkbox"/> Other (attach schedule)	47	
48	Total tax. Add lines 46 and 47 (see instructions)	48	8,973.
49	2018 net 965 tax liability paid from Form 965-A or Form 965-B, Part II, column (k), line 2	49	0.
50a	Payments: A 2017 overpayment credited to 2018	50a	
b	2018 estimated tax payments	50b	7,396.
c	Tax deposited with Form 8868	50c	
d	Foreign organizations: Tax paid or withheld at source (see instructions)	50d	
e	Backup withholding (see instructions)	50e	
f	Credit for small employer health insurance premiums (attach Form 8941)	50f	
g	Other credits, adjustments, and payments: <input type="checkbox"/> Form 2439 <input type="checkbox"/> Form 4136 <input type="checkbox"/> Other Total	50g	
51	Total payments. Add lines 50a through 50g	51	7,396.
52	Estimated tax penalty (see instructions). Check if Form 2220 is attached <input type="checkbox"/>	52	
53	Tax due. If line 51 is less than the total of lines 48, 49, and 52, enter amount owed	53	1,577.
54	Overpayment. If line 51 is larger than the total of lines 48, 49, and 52, enter amount overpaid	54	
55	Enter the amount of line 54 you want: Credited to 2019 estimated tax <input type="checkbox"/> Refunded <input type="checkbox"/>	55	

Part VI Statements Regarding Certain Activities and Other Information (see instructions)

56	At any time during the 2018 calendar year, did the organization have an interest in or a signature or other authority over a financial account (bank, securities, or other) in a foreign country? If "Yes," the organization may have to file FinCEN Form 114, Report of Foreign Bank and Financial Accounts. If "Yes," enter the name of the foreign country here	Yes	No
57	During the tax year, did the organization receive a distribution from, or was it the grantor of, or transferor to, a foreign trust? If "Yes," see instructions for other forms the organization may have to file.		X
58	Enter the amount of tax-exempt interest received or accrued during the tax year \$		X

Sign Here	Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.			
	Signature of officer		Date	Title
Paid Preparer Use Only	Print/Type preparer's name STEVEN C. DARR, CPA, CMA		Preparer's signature	Date
	Firm's name CALIBRE CPA GROUP PLLC		Check <input type="checkbox"/> if self-employed	PTIN P01324904
	Firm's address 7501 WISCONSIN AVENUE, SUITE 1200 WES BETHESDA, MD 20814		Firm's EIN 47-0900880	
			Phone no. 202-331-9880	

Schedule A - Cost of Goods Sold. Enter method of inventory valuation ► **N/A**

1 Inventory at beginning of year	1		6 Inventory at end of year	6	
2 Purchases	2		7 Cost of goods sold. Subtract line 6		
3 Cost of labor	3		from line 5. Enter here and in Part I,		
4a Additional section 263A costs			line 2	7	
(attach schedule)	4a		8 Do the rules of section 263A (with respect to		Yes No
b Other costs (attach schedule)	4b		property produced or acquired for resale) apply to		
5 Total. Add lines 1 through 4b	5		the organization?		

Schedule C - Rent Income (From Real Property and Personal Property Leased With Real Property)

(see instructions)

1. Description of property

(1)
(2)
(3)
(4)

2. Rent received or accrued

(a) From personal property (if the percentage of rent for personal property is more than 10% but not more than 50%)	(b) From real and personal property (if the percentage of rent for personal property exceeds 50% or if the rent is based on profit or income)	3(a) Deductions directly connected with the income in columns 2(a) and 2(b) (attach schedule)
(1)		
(2)		
(3)		
(4)		
Total 0.	Total 0.	

(c) Total income. Add totals of columns 2(a) and 2(b). Enter here and on page 1, Part I, line 6, column (A) ►**(b) Total deductions.**

Enter here and on page 1, Part I, line 6, column (B) ... ►

0.**0.****Schedule E - Unrelated Debt-Financed Income** (see instructions)

1. Description of debt-financed property		2. Gross income from or allocable to debt-financed property	3. Deductions directly connected with or allocable to debt-financed property	
			(a) Straight line depreciation (attach schedule)	(b) Other deductions (attach schedule)
(1)				
(2)				
(3)				
(4)				
4. Amount of average acquisition debt on or allocable to debt-financed property (attach schedule)	5. Average adjusted basis of or allocable to debt-financed property (attach schedule)	6. Column 4 divided by column 5	7. Gross income reportable (column 2 x column 6)	8. Allocable deductions (column 6 x total of columns 3(a) and 3(b))
(1)		%		
(2)		%		
(3)		%		
(4)		%		
Totals			Enter here and on page 1, Part I, line 7, column (A). 0.	Enter here and on page 1, Part I, line 7, column (B). 0.
Total dividends-received deductions included in column 8			0.	0.

Form 990-T (2018)

AMERICAN SOCIETY FOR CLINICAL LABORATORY

Form 990-T (2018) **SCIENCE**

74-1091114

Page 4

Schedule F - Interest, Annuities, Royalties, and Rents From Controlled Organizations (see instructions)

1. Name of controlled organization	2. Employer identification number	Exempt Controlled Organizations			
		3. Net unrelated income (loss) (see instructions)	4. Total of specified payments made	5. Part of column 4 that is included in the controlling organization's gross income	6. Deductions directly connected with income in column 5
(1)					
(2)					
(3)					
(4)					

Nonexempt Controlled Organizations

7. Taxable income	8. Net unrelated income (loss) (see instructions)	9. Total of specified payments made	10. Part of column 9 that is included in the controlling organization's gross income	11. Deductions directly connected with income in column 10
(1)				
(2)				
(3)				
(4)				
Totals			0.	0.

Schedule G - Investment Income of a Section 501(c)(7), (9), or (17) Organization (see instructions)

1. Description of income	2. Amount of income	3. Deductions directly connected (attach schedule)	4. Set-asides (attach schedule)	5. Total deductions and set-asides (col. 3 plus col. 4)
(1)				
(2)				
(3)				
(4)				
Totals		0.		0.

Schedule I - Exploited Exempt Activity Income, Other Than Advertising Income (see instructions)

1. Description of exploited activity	2. Gross unrelated business income from trade or business	3. Expenses directly connected with production of unrelated business income	4. Net income (loss) from unrelated trade or business (column 2 minus column 3). If a gain, compute cols. 5 through 7.	5. Gross income from activity that is not unrelated business income	6. Expenses attributable to column 5	7. Excess exempt expenses (column 6 minus column 5, but not more than column 4).
(1) JOB BOARD	46,456.		46,456.			
(2)						
(3)						
(4)						
Totals		46,456.	0.			0.

Schedule J - Advertising Income (see instructions)**Part I Income From Periodicals Reported on a Consolidated Basis**

1. Name of periodical	2. Gross advertising income	3. Direct advertising costs	4. Advertising gain or (loss) (col. 2 minus col. 3). If a gain, compute cols. 5 through 7.	5. Circulation income	6. Readership costs	7. Excess readership costs (column 6 minus column 5, but not more than column 4).
(1)						
(2)						
(3)						
(4)						
Totals (carry to Part II, line (5))		0.	0.			0.

Form 990-T (2018)

AMERICAN SOCIETY FOR CLINICAL LABORATORY

Form 990-T (2018) **SCIENCE**

74-1091114

Page 5

Part II **Income From Periodicals Reported on a Separate Basis** (For each periodical listed in Part II, fill in columns 2 through 7 on a line-by-line basis.)

1. Name of periodical	2. Gross advertising income	3. Direct advertising costs	4. Advertising gain or (loss) (col. 2 minus col. 3). If a gain, compute cols. 5 through 7.	5. Circulation income	6. Readership costs	7. Excess readership costs (column 6 minus column 5, but not more than column 4).
(1)						
(2)						
(3)						
(4)						
Totals from Part I	0.	0.				0.
Totals, Part II (lines 1-5)	Enter here and on page 1, Part I, line 11, col. (A). 0.	Enter here and on page 1, Part I, line 11, col. (B). 0.				Enter here and on page 1, Part II, line 27. 0.

Schedule K - Compensation of Officers, Directors, and Trustees (see instructions)

1. Name	2. Title	3. Percent of time devoted to business	4. Compensation attributable to unrelated business
(1)		%	
(2)		%	
(3)		%	
(4)		%	
Total. Enter here and on page 1, Part II, line 14			0.

Form 990-T (2018)

**Application for Automatic Extension of Time To File an
Exempt Organization Return**

OMB No. 1545-1709

► **File a separate application for each return.**
► **Go to www.irs.gov/Form8868 for the latest information.**

Electronic filing (e-file). You can electronically file Form 8868 to request a 6-month automatic extension of time to file any of the forms listed below with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, for which an extension request must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit www.irs.gov/e-file-providers/e-file-for-charities-and-non-profits.

Automatic 6-Month Extension of Time. Only submit original (no copies needed).

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

		Enter filer's identifying number
Type or print File by the due date for filing your return. See instructions.	Name of exempt organization or other filer, see instructions. AMERICAN SOCIETY FOR CLINICAL LABORATORY SCIENCE	Employer identification number (EIN) or 74-1091114
	Number, street, and room or suite no. If a P.O. box, see instructions. 1861 INTERNATIONAL DRIVE, NO. 200	Social security number (SSN)
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. MCLEAN, VA 22102	

Enter the Return Code for the return that this application is for (file a separate application for each return) **01**

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 990-T (corporation)	07
Form 990-BL	02	Form 1041-A	08
Form 4720 (individual)	03	Form 4720 (other than individual)	09
Form 990-PF	04	Form 5227	10
Form 990-T (sec. 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

KAREN GOODWIN

- The books are in the care of ► **1861 INTERNATIONAL DRIVE, NO. 200 - MCLEAN, VA 22102**
Telephone No. ► **571-748-3770** Fax No. ► _____
- If the organization does not have an office or place of business in the United States, check this box ☐
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) _____. If this is for the whole group, check this box ☐. If it is for part of the group, check this box ☐ and attach a list with the names and EINs of all members the extension is for.

- 1 I request an automatic 6-month extension of time until **JUNE 15, 2020**, to file the exempt organization return for the organization named above. The extension is for the organization's return for:
► ☐ calendar year _____ or
► ☒ tax year beginning **AUG 1, 2018**, and ending **JUL 31, 2019**.

- 2 If the tax year entered in line 1 is for less than 12 months, check reason: ☐ Initial return ☐ Final return
☐ Change in accounting period

3a If this application is for Forms 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	3a	\$	0.
b If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	3b	\$	0.
c Balance due. Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	3c	\$	0.

Caution: If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions.

**Application for Automatic Extension of Time To File an
Exempt Organization Return**

OMB No. 1545-1709

► **File a separate application for each return.**
► **Go to www.irs.gov/Form8868 for the latest information.**

Electronic filing (e-file). You can electronically file Form 8868 to request a 6-month automatic extension of time to file any of the forms listed below with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, for which an extension request must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit www.irs.gov/e-file-providers/e-file-for-charities-and-non-profits.

Automatic 6-Month Extension of Time. Only submit original (no copies needed).

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

		Enter filer's identifying number
Type or print File by the due date for filing your return. See instructions.	Name of exempt organization or other filer, see instructions. AMERICAN SOCIETY FOR CLINICAL LABORATORY SCIENCE	Employer identification number (EIN) or 74-1091114
	Number, street, and room or suite no. If a P.O. box, see instructions. 1861 INTERNATIONAL DRIVE, NO. 200	Social security number (SSN)
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. MCLEAN, VA 22102	

Enter the Return Code for the return that this application is for (file a separate application for each return) **07**

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 990-T (corporation)	07
Form 990-BL	02	Form 1041-A	08
Form 4720 (individual)	03	Form 4720 (other than individual)	09
Form 990-PF	04	Form 5227	10
Form 990-T (sec. 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

KAREN GOODWIN

- The books are in the care of ► **1861 INTERNATIONAL DRIVE, NO. 200 - MCLEAN, VA 22102**
Telephone No. ► **571-748-3770** Fax No. ► _____
- If the organization does not have an office or place of business in the United States, check this box ☐
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) _____. If this is for the whole group, check this box ☐. If it is for part of the group, check this box ☐ and attach a list with the names and EINs of all members the extension is for.

- 1 I request an automatic 6-month extension of time until **JUNE 15, 2020**, to file the exempt organization return for the organization named above. The extension is for the organization's return for:
► ☐ calendar year _____ or
► ☒ tax year beginning **AUG 1, 2018**, and ending **JUL 31, 2019**.

- 2 If the tax year entered in line 1 is for less than 12 months, check reason: ☐ Initial return ☐ Final return
☐ Change in accounting period

3a If this application is for Forms 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	3a	\$	7,396.
b If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	3b	\$	7,396.
c Balance due. Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	3c	\$	0.

Caution: If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions.

2019 ESTIMATED TAX FILING INSTRUCTIONS

VIRGINIA ESTIMATED TAX

FOR THE YEAR ENDING

JULY 31, 2020

Prepared for	AMERICAN SOCIETY FOR CLINICAL LABORATORY SCIENCE 1861 INTERNATIONAL DRIVE NO. 200 MCLEAN, VA 22102																											
Prepared by	CALIBRE CPA GROUP PLLC 7501 WISCONSIN AVENUE, SUITE 1200 WEST BETHESDA, MD 20814																											
Amount of tax	<table><tr><td>Total Estimated Tax</td><td>\$</td><td>2,728.00</td></tr><tr><td>Less credit from prior year</td><td>\$</td><td>0.00</td></tr><tr><td>Less amount already paid on 2019 estimate</td><td>\$</td><td>0.00</td></tr><tr><td>Balance due</td><td>\$</td><td>2,728.00</td></tr></table> <p>Payable in full or in installments as follows:</p> <table><thead><tr><th>Installment</th><th>Amount</th><th>Due Date</th></tr></thead><tbody><tr><td>No. 1</td><td>\$ NOT APPLICABLE</td><td></td></tr><tr><td>No. 2</td><td>\$ NOT APPLICABLE</td><td></td></tr><tr><td>No. 3</td><td>\$ 2,046.00</td><td>APRIL 15, 2020</td></tr><tr><td>No. 4</td><td>\$ 682.00</td><td>JULY 15, 2020</td></tr></tbody></table>	Total Estimated Tax	\$	2,728.00	Less credit from prior year	\$	0.00	Less amount already paid on 2019 estimate	\$	0.00	Balance due	\$	2,728.00	Installment	Amount	Due Date	No. 1	\$ NOT APPLICABLE		No. 2	\$ NOT APPLICABLE		No. 3	\$ 2,046.00	APRIL 15, 2020	No. 4	\$ 682.00	JULY 15, 2020
Total Estimated Tax	\$	2,728.00																										
Less credit from prior year	\$	0.00																										
Less amount already paid on 2019 estimate	\$	0.00																										
Balance due	\$	2,728.00																										
Installment	Amount	Due Date																										
No. 1	\$ NOT APPLICABLE																											
No. 2	\$ NOT APPLICABLE																											
No. 3	\$ 2,046.00	APRIL 15, 2020																										
No. 4	\$ 682.00	JULY 15, 2020																										
Make check payable to	NOT APPLICABLE																											
Mail voucher and check (if applicable) to	REFER TO THE VIRGINIA DEPARTMENT OF TAXATION WEBSITE FOR PAYMENT INFORMATION. HTTPS://WWW.TAX.VIRGINIA.GOV/PAYMENTS																											
Special Instructions																												

2018 TAX RETURN FILING INSTRUCTIONS

VIRGINIA FORM 500

FOR THE YEAR ENDING

JULY 31, 2019

Prepared for	AMERICAN SOCIETY FOR CLINICAL LABORATORY SCIENCE 1861 INTERNATIONAL DRIVE NO. 200 MCLEAN, VA 22102
Prepared by	CALIBRE CPA GROUP PLLC 7501 WISCONSIN AVENUE, SUITE 1200 WEST BETHESDA, MD 20814
To be signed and dated by	NOT APPLICABLE
Amount of tax	Total tax \$ 2,727.00 Less: payments and credits \$ 2,556.00 Plus: other amount \$ 0.00 Plus: interest and penalties \$ 0.00 BALANCE DUE \$ 171.00
Overpayment	Credited to your estimated tax \$ 0.00 Other amount \$ 0.00 Refunded to you \$ 0.00
Make check payable to	WHEN THE RETURN IS FILED THE AMOUNT DUE SHOULD BE ELECTRONICALLY TRANSFERRED.
Mail tax return and check (if applicable) to	THIS RETURN HAS BEEN PREPARED FOR ELECTRONIC FILING. IF YOU WISH TO HAVE IT TRANSMITTED ELECTRONICALLY TO THE VADOT, PLEASE SIGN, DATE AND RETURN VA-8879C TO OUR OFFICE. WE WILL THEN SUBMIT THE ELECTRONIC RETURN TO THE VADOT.
Return must be mailed on or before	NOT APPLICABLE
Special Instructions	YOUR PAYMENT SHOULD BE MADE AS INSTRUCTED BELOW AS SOON AS POSSIBLE. REFER TO THE VIRGINIA DEPARTMENT OF TAXATION WEBSITE FOR PAYMENT INFORMATION. HTTPS://WWW.TAX.VIRGINIA.GOV/PAYMENTS

2018 Virginia Corporation
Income Tax Return



FISCAL or Attention: Return must be filed electronically. Use this form only if you have an approved waiver.

SHORT Year Filer: Beginning Date AUGUST 1, 2018; Ending Date JULY 31, 2019

☐ Short Year Return ☐ Change in Accounting Period

Official Use Only

FEIN 74-1091114		Name AMERICAN SOCIETY FOR CLINICAL LABOR SCIENCE		Check all that apply: <input type="checkbox"/> Initial Filer <input type="checkbox"/> Name Change <input type="checkbox"/> Mailing Address Change <input type="checkbox"/> Physical Address Change	
Mailing Address 1861 INTERNATIONAL DRIVE, NO. 200					
City or Town MCLEAN		State VA	ZIP Code 22102		
Physical Address (if different from Mailing Address)				Entity Type Code NP	
Physical City or Town		State	ZIP Code 541700		
Date Incorporated		State or Country of Incorporation		Description of Business Activity JOB BOARD REVENUES	
Check Applicable Boxes		Final Return		Corporate Telecommunications Company	
<input type="checkbox"/> Consolidated - Sch. 500AC Enclosed <input type="checkbox"/> Combined - Sch. 500AC Enclosed <input type="checkbox"/> Change in Filing Status <input checked="" type="checkbox"/> Sch. 500A Enclosed <input type="checkbox"/> Schedule 500AB Enclosed <input checked="" type="checkbox"/> Nonprofit Corporation <input type="checkbox"/> Certified Company Apportionment - Sch. 500AP Enclosed Enter number of affiliates _____		<input type="checkbox"/> Final Return - Check here and applicable boxes below. <input type="checkbox"/> Withdrawn <input type="checkbox"/> Dissolved - No longer liable for tax. Dissolved Date _____ <input type="checkbox"/> Merged Merger Date _____ Merged FEIN # _____ <input type="checkbox"/> S Corp Effective _____		Enter amount from Form 500T, Line 7: _____.00	
Amended Return (Do not file this form to carry back a net operating loss. Use Form 500NOLD)				Noncorporate Telecommunications Company	
<input type="checkbox"/> Amended Return - Check here and other applicable boxes. <input type="checkbox"/> Federal Audit - Enclose copy of IRS final determination. <input type="checkbox"/> Schedule 500A Changes <input type="checkbox"/> Schedule 500ADJ Changes		<input type="checkbox"/> Nonrefundable or Refundable Credit Change <input type="checkbox"/> Schedule 500AB Changes <input type="checkbox"/> Capital Loss Carryback <input type="checkbox"/> Other - Enclose explanation.		Check box and enter amount from Form 500T, Line 10: <input type="checkbox"/> _____ .00	
				Electric Supplier Company	
				Enter amount from Sch. 500EL, Line 7 or 14: _____.00	
				Home Service Contract Provider	
				Enter amount from Form 500HS, Line 10: <input type="checkbox"/> Check box if a noncorporate HSCP. _____ .00	
Questions and Related Information					
A. Have you made any payments to an affiliated corporation, a related individual, or other related entity for interest, royalties or other expenses related to intangible property (patents, trademarks, copyrights, and similar intangible property)? If yes, complete and enclose Schedule 500AB. <div style="display: flex; justify-content: space-between;"><div>Enter exception amount from Schedule 500AB, Line 8.</div><div>A. _____ .00</div></div>					
B. Coalfield Employment Enhancement Tax Credit earned from 2018 Form 306, Line 11. B. _____ .00					
C. If a net operating loss deduction was claimed in computing federal taxable income on the U.S. Corporation Income Tax Return, provide the requested information. If a NOL resulted from a merger, enter the FEIN of the company generating the NOL prior to the merger date. <div style="display: flex; justify-content: space-between;"><div>FEIN _____ (If there are NOLs for more than one year, enclose a schedule for each year with the information requested in Section C.)</div><div>(1) Year of Loss _____ (2) Federal NOL _____ (3) Percent of federal NOL used this year _____ %</div></div>					
D. If pass-through entity withholding is claimed, enter the number of Schedules VK-1 and complete and enclose Schedule 500ADJ, Page 2. D. _____					
E. Has your federal income tax liability been redetermined with the IRS and finalized for any prior year(s) that has not previously been reported to the Department? If yes, provide the year(s). Year _____ E. _____ Year _____ Year _____					
F. Location of corporation's books <u>1861 INTERNATIONAL DRIVE, NO.</u>					
Contact for corporation's books KAREN GOODWIN				Contact Phone Number 571-748-3770	

**2018 Virginia
Form 500**

Page 2

FEIN
74-1091114



INCOME

1. Federal taxable income (from enclosed federal return)	1.	42729 .00
2. Total additions from Schedule 500ADJ, Section A, Line 7	2.	2727 .00
3. Total (add Lines 1 and 2)	3.	45456 .00
4. Total subtractions from Schedule 500ADJ, Section B, Line 10	4.	.00
5. Balance (subtract Line 4 from Line 3)	5.	45456 .00
6. Savings and Loan Association's Bad Debt Deduction (see instructions)	6.	.00
7. Virginia taxable income (subtract Line 6 from Line 5)	7.	45456 .00

TAX COMPUTATION

8. Apportionable Income (Schedule 500A Filers) - Complete Lines 8(a) through 8(d). See instructions.		
(a) Income subject to Virginia tax from Schedule 500A, Section B, Line 3(j)	8(a)	45456 .00
(b) Apportionment factor percentage from Schedule 500A, Section B, Line 1 or Line 2(g)	8(b)	100.000000 %
(c) Nonapportionable investment function income from Schedule 500A, Section B, Line 3(c)	8(c)	.00
(d) Nonapportionable investment function loss from Schedule 500A, Section B, Line 3(e)	8(d)	.00
9. Income tax (6% of Line 7 or 6% of Line 8(a))	9.	2727 .00

PAYMENTS AND CREDITS

10. Nonrefundable tax credits: Enter the amount from Schedule 500CR, Section 2, Part 1, Line 1B	10.	.00
11. Adjusted corporate tax (subtract Line 10 from Line 9)	11.	2727 .00
12. 2018 estimated Virginia income tax payments including overpayment credit from 2017	12.	2556 .00
13. Extension payment	13.	.00
14. Refundable tax credits from Schedule 500CR, Section 4, Part 1, Line 1A	14.	.00
15. Pass-through entity total withholding from Schedule 500ADJ, Section D	15.	.00
16. Total payments and credits (add Lines 12 through 15)	16.	2556 .00

REFUND OR TAX DUE

17. Tax owed (if Line 11 is greater than Line 16, subtract Line 16 from Line 11)	17.	171 .00
18. Penalty (see instructions)	18.	.00
19. Interest (see instructions)	19.	.00
20. Additional charge from Form 500C, Line 17 (enclose Form 500C)	20.	.00
21. Total due (add Lines 17 through 20)	21.	171 .00
22. Overpayment (if Line 16 is greater than Line 11, subtract Line 11 from Line 16)	22.	.00
23. Amount to be credited to 2019 estimated tax	23.	.00
24. Amount to be refunded (subtract Line 23 from Line 22)	24.	.00

I, the undersigned president, vice-president, treasurer, assistant treasurer, chief accounting officer, or other officer duly authorized to act on behalf of the corporation for which this return is made, declare under the penalties provided by law that this return (including any accompanying schedules and statements) has been examined by me and is, to the best of my knowledge and belief, a true, correct, and complete return, made in good faith, for the taxable year stated, pursuant to the income tax laws of the Commonwealth of Virginia. If prepared by a person other than the taxpayer, this declaration is based on all information of which he or she has any knowledge.

By checking the box to the right, I (we) authorize the Department to discuss this return with the undersigned preparer. ☐

Date	Signature of Officer	Title EXECUTIVE VICE PRESIDENT
Printed Name of Officer JAMES FLANIGAN		Phone Number
Print Preparer's Name and Firm Name STEVEN C. DARR, CPA, CMA CALIBRE CPA GROUP PLLC		Preparer Phone Number 202-331-9880
Date	Individual or Firm, Signature of Preparer	Address of Preparer 7501 WISCONSIN AVENUE, SUI BETHESDA, MD 20814
Preparer's FEIN, PTIN, or SSN 47-0900880		Approved Vendor Code 1019

IMPORTANT: INCLUDE A COPY OF YOUR FEDERAL RETURN WITH THIS RETURN

**2018 Virginia
Schedule 500ADJ**

**Corporation Schedule of
Adjustments**



Name as shown on Virginia return AMERICAN SOCIETY FOR CLINICAL LABORA FEIN 74-1091114

Use **Schedule 500ADJS** in addition to the Schedule 500ADJ if you are claiming more additions or subtractions than the Schedule 500ADJ allows. Refer to the Form 500 Instructions for addition and subtraction codes. Check this box and enclose Schedule 500ADJS with your return ☐

Section A - Additions to Federal Taxable Income

1. Fixed date conformity addition - Depreciation	1.00
2. Fixed date conformity addition - Other	2.00
3. Taxable addition from Schedule 500AB, Line 10	3.00
4. Net income tax and other taxes that are based on, measured by, or computed with reference to net income	4.	2727	.00
5. Interest on state obligations other than Virginia	5.00
6. Other Additions			

	Code		
6a. <input type="text"/>		6a.00
6b. <input type="text"/>		6b.00
6c. <input type="text"/>		6c.00
7. Total Additions. Add Lines 1-5 and 6a-6c. Enter here and on Form 500, Line 2	7.	2727	.00

Section B - Subtractions from Federal Taxable Income

1. Fixed date conformity subtraction - Depreciation	1.00
2. Fixed date conformity subtraction - Other	2.00
3. Income from obligations or securities of the U.S. exempt from state income taxes, but not from federal income taxes	3.00
4. Foreign dividend gross-up (IRC § 78)	4.00
5. Refund or credit of income taxes included in federal taxable income	5.00
6. Subpart F income (IRC § 951) and/or Global Intangible Low-Taxed Income (IRC § 951A)	6.00
7. Foreign source income subtraction allowed by Va. Code § 58.1-402 C 8	7.00
8. Dividends received from corporations in which the recipient owns 50% or more of the voting stock, to the extent remaining in federal taxable income	8.00
9. Other Subtractions			

	Certification Number	Code	
9a. <input type="text"/>			9a.00
9b. <input type="text"/>			9b.00
9c. <input type="text"/>			9c.00
10. Total Subtractions. Add Lines 1-8 and 9a-9c. Enter here and on Form 500, Line 4	10.00

Section C - Amended Return

If you are filing an amended return, complete Section C to determine if you will receive an additional refund or if you need to make an additional payment.

1. Add amount paid with original return plus additional tax paid after it was filed. (Do not include amount paid from Form 500, Line 20.)	1.00
2. Add Line 1 from above and Line 16 from Form 500 and enter the total here	2.00
3. Overpayment, if any, as shown on original return or as previously adjusted	3.00
4. Subtract Line 3 from Line 2	4.00
5. If Line 4 above is less than Line 11 on amended Form 500, subtract Line 4 above from Line 11 on amended Form 500. This is the tax you owe	5.00
6. Refund. If Line 11 on amended Form 500 is less than Line 4 above, subtract Line 11 on amended Form 500 from Line 4 above. This is the tax you overpaid	6.00

EXPLANATION OF CHANGES TO INCOME AND MODIFICATIONS

Enclose an explanation for amending return. Provide the line reference from the Form 500 for which a change is reported and give the reason for each change. Show any computation in detail and enclose any applicable schedules.



Enclose Schedule 500FED with your Virginia Corporation Income Tax Return, Form 500.
Schedule 500FED does not replace the requirement to enclose a complete federal Form 1120 with your Virginia return.

Name as shown on Virginia return **AMERICAN SOCIETY FOR CLINICAL LABORATO** FEIN **74-1091114**

Form 1120 - Deductions and Taxable Income

1. Reserved for Future Use	1. XXXXXXXXXXXXXXXXXXXX
2. Federal Taxable Income before NOL and Special Deductions	2. 43729 .00
3. Net Operating Loss Deduction	3. .00
4. Special Deductions	4. 1000 .00
5. Federal Taxable Income after NOL and Special Deductions	5. 42729 .00

Form 1120, Schedule C - Dividends and Special Deductions

6. Subpart F Income	6. .00
7. Gross-Up for Foreign Taxes Deemed Paid	7. .00

Form 1120, Schedule K or M-1

8. Tax Exempt Interest	8. .00
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Form 5884 - Work Opportunity Credit

9. Salaries and Wages not deducted due to the WOTC	9. .00
--	--------

Form 4562 - Special Depreciation Allowance and Other Depreciation

10. Special depreciation allowance for qualified property placed in service during the taxable year	10. .00
11. Property subject to 168(f)(1) election	11. .00
12. Other depreciation	12. .00

Form 1118, Schedule A - Income or Loss Before Adjustments - Gross Income or Loss

13. Total: Dividends (Exclude Gross-up)	13. .00
14. Total: Dividends (Gross-up)	14. .00
15. Total: Inclusions (Exclude Gross-up)	15. .00
16. Total: Inclusions (Gross-up)	16. .00
17. Total: Interest	17. .00
18. Total: Gross Rents, Royalties, and License Fees	18. .00
19. Total: Gross Income from Performance of Services	19. .00
20. Total: Other	20. .00
21. Total: Total Gross Income or Loss from Outside the US	21. .00

Form 1118, Schedule A - Income or Loss Before Adjustments - Deductions

22. Total: Allocable - Rental, Royalty, and Licensing Expenses - Depreciation, Depletion, and Amortization	22. .00
23. Total: Allocable - Rental, Royalty, and Licensing Expenses - Other Expenses	23. .00
24. Total: Allocable - Expenses Related to Gross Income from Performance of Services	24. .00
25. Total: Allocable - Other Allocable Deductions	25. .00
26. Total: Total Allocable Deductions	26. .00
27. Total: Apportioned Share of Deductions	27. .00
28. Total: Net Operating Loss Deduction	28. .00
29. Total: Total Deductions	29. .00

Form 1118, Schedule A - Income or Loss Before Adjustments - Total Income

30. Total: Total Income or (Loss) Before Adjustments	30. .00
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Corporation Allocation and Apportionment of Income



Name	FEIN
AMERICAN SOCIETY FOR CLINICAL LABO	74-1091114

Check if you are - ☐ Filing a consolidated or combined return.
☐ A certified company conducting business in certain disadvantaged localities electing to use a modified apportionment method (enclose Schedule 500AP).

Section A - Apportionment Method

1. **Motor Carrier Mileage Factor** ☐
 If an exception applies, check the applicable box below.

Exception 1 ☐ Exception 2 ☐

2. **Financial Corporation Cost of Performance Factor** ☐

3. **Construction Corporation**
Completed Contract Basis Sales Factor ☐

4. **Railway Company Revenue Car Miles** ☐

5. **Retail Company Apportionment** ☐

6. **Manufacturer's Modified Apportionment Method**
Sales Factor ☐
 (a) Enter beginning date of election year _____
 (b) Wage and employment certification required each year:
 Check to certify that the average weekly wages of the full-time employees is greater than the lower of the state or local average weekly wages for its industry, and that the average annual number of full-time employees of the manufacturing company is at least 90% of the base year employment ☐

7. **Enterprise Data Center Operation** ☐

8. **Multi-Factor Formula with Double-Weighted Sales Factor** ☒

Section B - Apportionment Computation

1. SINGLE FACTOR COMPUTATION

Motor Carriers, Financial Corporations, Construction Corporations, Railway Companies, Retail Companies, Manufacturers who elected the Modified Apportionment Method in Section A, and certain Enterprise Data Center Operations

Column A Total		Column B Virginia		Column C Percentage	
	.00		.00		%

2. MULTI-FACTOR COMPUTATION

- | | | | | | | | |
|---|------|-------|-----|-------|-----|----------------------|---|
| (a) Property Factor: | 2(a) | | .00 | | .00 | | % |
| (b) Payroll Factor: | 2(b) | | .00 | | .00 | | % |
| (c) Sales Factor: | 2(c) | 43500 | .00 | 43500 | .00 | 100.000000 | % |
| (d) Double-Weighted Sales Factor Apportionment: Multiply the sales factor from Line 2(c) by 2 | 2(d) | | | | | 200.000000 | % |
| (e) RESERVED FOR FUTURE USE | 2(e) | | | | | XXXXXXXXXXXXXXXXXXXX | |
| (f) Sum of Percentages. Add Lines 2(a), 2(b), and 2(d) | 2(f) | | | | | 200.000000 | % |
| (g) Multi-Factor Percentage (Double-Weighted Sales): Divide Line 2(f) by 4, reduced by the number of factors, if any, having no denominator | 2(g) | | | | | 100.000000 | % |

3. INCOME SUBJECT TO VIRGINIA TAX

- | | | | |
|--|-------------|-------|-----|
| (a) Virginia Taxable Income from Form 500, Line 7 | 3(a) | 45456 | .00 |
| (b) Total Dividends (total amount of allocable income) | 3(b) | | .00 |
| (c) Nonapportionable Investment Function Income. Enter on Form 500, Line 8(c) | 3(c) | | .00 |
| (d) Add Lines 3(b) and 3(c) | 3(d) | | .00 |
| (e) Nonapportionable Investment Function Loss. Enter on Form 500, Line 8(d) | 3(e) | | .00 |
| (f) Total Nonapportionable Income. Line 3(d) minus Line 3(e) | 3(f) | | .00 |
| (g) Income Subject to Apportionment. Line 3(a) minus Line 3(f) | 3(g) | 45456 | .00 |
| (h) Income Apportioned to Virginia. Multiply the percentage from Line 1 or Line 2(g) by Line 3(g) | 3(h) | 45456 | .00 |
| (i) Dividends Allocated to Virginia. Portion of dividends reported on Line 3(b) | 3(i) | | .00 |
| (j) Income Subject to Virginia Tax. Add Lines 3(h) and 3(i). Enter on Form 500, Line 8(a) | 3(j) | 45456 | .00 |

Form 500C

2018 Underpayment of Virginia
Estimated Tax by CorporationsDepartment of Taxation
P.O. Box 1500
Richmond, VA 23218-1500FISCAL year filer or SHORT year filer: Enter beginning date AUGUST 1, 2018,
and ending date JULY 31, 2019, and check here ☒

Name AMERICAN SOCIETY FOR CLINICAL LABORATORY SCIENCE	FEIN 74-1091114
Mailing Address (Rural Route and Box Number) 1861 INTERNATIONAL DRIVE, NO. 200	
City or Town, State, and ZIP Code MCLEAN, VA 22102	

Part I - How to Compute the Underpayment

By completing Lines 1 through 8, a corporation can determine whether or not it paid the correct amount of estimated tax by the proper due dates. If the minimum amounts were not timely paid, an additional charge may be imposed for the period of underpayment. A corporation that filed its return on a basis other than a calendar year should enter the dates corresponding to its taxable year in the space provided below

1. Income tax reduced by allowable nonrefundable and refundable credits from Schedule 500CR					2727.00
2. 90% of Line 1					2454.00
Enter in Columns (a) through (d) the installment due dates (the 15th day of the 4th, 6th, 9th, and 12th months) of your taxable year	Due Dates of Installments				
	(a)	(b)	(c)	(d)	
	11/15/18	01/15/19	04/15/19	07/15/19	
	614.00	614.00	614.00	614.00	
	.00	.00	.00	2556.00	
	.00	.00	.00	.00	
	.00	.00	.00	.00	
	.00	.00	.00	2556.00	
	.00	.00	.00	-1328.00	
3. Enter 25% of Line 2 in Columns (a) through (d)					
4. Amounts paid or credited for each period					
5. Amount of 2017 overpayment credited against 2018 estimated tax					
6. Overpayment of previous installment					
7. Total (Add Lines 4, 5, and 6)					
8. Underpayment (or overpayment) (Subtract Line 3 from Line 7)					

An overpayment of an installment in Line 8 in excess of all prior underpayments should be applied as a credit against the next installment.

Part II - Exceptions to the Additional Charge

If you meet any of the exceptions to the addition to the tax, complete Lines 9 through 12.

9. Total amount paid or credited from the beginning of the taxable year through the installment dates that correspond to the 15th day of the 4th, 6th, 9th, and 12th months of your taxable year ...	(a)	(b)	(c)	(d)
	.00	.00	.00	2556.00
10. Exception 1 - Prior Year's Tax	25% of tax	50% of tax	75% of tax	100% of tax
	639.00	1277.00	1916.00	2554.00
11. Exception 2 - Tax on prior year's income based on the facts shown on the prior year's return, but using current year's rates	25% of tax	50% of tax	75% of tax	100% of tax
	.00	.00	.00	.00
12. Exception 3 - Tax on annualized income (Enclose computation)	22.50% of tax	45% of tax	67.50% of tax	90% of tax
	.00	.00	.00	.00

There is no additional charge imposed on an underpayment shown in Line 8 for any installment date if by that date the corporation made the minimum payment determined under any of the exceptions reflected in the instructions.

Part III - Computation of the Additional Charge

If an underpayment of estimated tax is shown in Line 8 for an installment and an exception is not applicable, the additional charge should be computed by completing the portion(s) of this applicable to the installment(s).

Enter the same installment dates used above in Part I ...	(a)	(b)	(c)	(d)
13. Amount of underpayment from Line 800	.00	.00	.00
14. Enter the date of payment or the 15th day of the 4th month after the close of your taxable year, whichever is earlier				
15. Number of days from the due date of installment to the date shown on Line 14				
16. Additional charge (Rate of interest established in IRC § 6621, plus 2%, times the amount on Line 13 for the number of days shown on Line 15)00	.00	.00	.00
17. Add Columns (a) through (d), Line 16. Enter amount here and on Form 500, Line 20.				.00

A payment of estimated tax on any installment date shall be considered a payment of any previous underpayment only to the extent such payment exceeds the amount of the installment as computed in Line 3. If the corporation made more than 1 payment for a given installment, enclose a schedule showing a separate computation for each payment.

**DO NOT SEND THIS VA-8879C TO THE VIRGINIA DEPARTMENT OF TAXATION OR THE IRS.
IT MUST BE MAINTAINED IN YOUR FILES!**

Corporation Name	Federal ID Number
AMERICAN SOCIETY FOR CLINICAL LABORATORY SCIENCE	74-1091114
Part I Tax Return Information	
1. Federal Taxable Income (Form 500, Page 2, Line 1)	1. 42,729.
2. Virginia Taxable Income (Form 500, Page 2, Line 7)	2. 45,456.
3. Income tax (Form 500, Page 2, Line 9)	3. 2,727.
4. Total payments and credits (Form 500, Page 2, Line 16)	4. 2,556.
5. Total due (Form 500, Page 2, Line 21)	5. 171.
6. Amount to be refunded (Form 500, Page 2, Line 24)	6.
Part II Declaration and Signature Authorization of Officer	
<p>Under penalties of perjury, I declare to be the officer of the above corporation and that I have examined a copy of the corporation's 2018 electronic return and accompanying schedules and statements and to the best of my knowledge and belief, it is true, correct and complete. I further declare that the information provided to my Electronic Return Originator (ERO), Transmitter, or Intermediate Service Provider including the amounts shown in Part I above agrees with the information and amounts shown on the corresponding lines of the corporate electronic income tax return. If filing a balance due return, I authorize the Virginia Department of Taxation (Virginia Tax) and its designated Financial Agent to initiate an ACH electronic funds withdrawal entry to the financial institution account indicated on the 2018 Virginia income tax return for payment of state taxes owed on this return. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I certify that the transaction does not directly involve a financial institution outside of the territorial jurisdiction of the United States at any point in the process.</p> <p>I understand that if Virginia Tax does not receive full and timely payment of the tax liability, the corporation will remain liable for the tax liability and all applicable interest and penalties. I authorize my ERO, Transmitter or Intermediate Service Provider to transmit the complete return to Virginia Tax. I have selected a personal identification number (PIN) as my signature for the corporation's electronic income tax return.</p>	
Officer's e-File PIN: check one box only	
<input checked="checked" type="checkbox"/> I authorize the ERO named below to enter my e-File PIN _____ as my signature on the corporation's 2018 electronic Virginia corporation income tax return. <small>Do not enter all zeros</small> CALIBRE CPA GROUP PLLC	
ERO Firm Name	
<input type="checkbox"/> I will enter my e-File PIN as my signature on the corporation's 2018 electronic Virginia corporation income tax return. Check this box only if you are entering your own e-File PIN and the return is filed using the Practitioner PIN method. The ERO must complete Part III below.	
Your Signature _____ Date _____	
Part III Certification and Authentication	
ERO's EFIN/PIN: Enter your six digit EFIN followed by your five digit self-selected PIN. <u>780252</u> <small>Do not enter all zeros</small>	
<p>I certify that the above numeric entry is my ERO EFIN/PIN, which is my signature for the 2018 Virginia corporation income tax return for the corporation indicated above. I confirm that I am submitting this return in accordance with the requirements of the Practitioner PIN method and have followed all other requirements as specified by Virginia Tax. EROs may sign the form using a rubber stamp, mechanical device, such as a signature pen, or computer software program.</p>	
ERO's Signature _____ Date _____	

Form VA-8879C (REV 08/18)

ASCLS 2021-2023 Proposed Budget DRAFT
2014, 2015, 2016, 2017, 2018, 2019 Actual with 2020 Budget, YTD, and Projection

	FY2014 Actual	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget	FY2020 Aug-Jan	FY2020 Projection	FY2021 Budget	FY2022 Budget	FY2023 Budget	Comments
100 Admin													
Revenue													
4030 Royalties	37,838	35,013	45,624	46,218	43,081	41,498	43,000	16,257	33,000	43,000	43,000	43,000	Multiview, EBSCO (Subs), InFocus
4040 Management Fees	4,500	4,500	4,500	4,500	4,500	4,500	4,500		4,500	4,500	4,500	4,500	E&R
4050 Mailing List Sales	1,885	1,186	3,910	0			0			0	0	0	Direct Sales of Lists
4070 Interest					437	342	300	98	200	300	300	300	
4220 Miscellaneous				5	5,736	11		1,488	800				
4600 Publications Sales													
4999 Total Revenue	44,223	40,699	54,034	50,723	53,754	46,351	47,800	17,843	38,500	47,800	47,800	47,800	
Expenses													
5011 Salaries	263,205	275,286	298,414	257,119.39	280,807.76	326,820	345,000	173,025	341,400	351,600	362,000	373,000	3% Pool Increase Each Year
PTO Accrual				7,103.93	8,174.69	11,861		2,094					
5013 Payroll Taxes	19,316	20,180	24,364	19,922.27	22,547.66	26,839	28,635	14,241	27,000	29,183	30,046	30,959	
5014 Employee Benefits	11,063	10,500	16,985	23,634.64	32,204.22	33,316	35,200	16,021	37,162	36,000	39,250	42,750	9% annual growth in HC insurance
5025 Corporate Insurance	6,702	6,250	7,300	7,505.12	7,026.68	7,182	7,000	6,639	7,000	7,000	7,000	7,000	
5035 Office Supplies	2,964	1,933	2,718	3,499.69	6,003.35	4,078	2,500	2,850	5,000	5,000	5,000	5,000	
5045 Storage	2,185	2,810	2,605	3,047.43	3,014.61	3,248	3,200	1,215	3,200	3,400	3,400	3,400	
5050 Equipment Rental	5,468	4,057	4,481	3,495.20	3,411.05	3,382	5,100	1,778	5,100	5,100	2,500	2,500	Stop postage machine lease in 2021
5060 Depreciation	9,479	9,989	9,028	19,726.85	22,496.99	18,283	22,000	6,358	13,000	20,000	20,000	20,000	Schedule-Refurbish Computers in 2021
5070 Postage and Freight	1,447	2,511	2,860	2,587.63	3,113.59	1,502	1,500	886	1,500	1,500	1,500	1,500	
5085 Telephone/Fax	5,659	6,210	4,581	5,278.95	4,862.26	5,666	6,250	2,907	6,250	6,250	6,250	6,250	
5090 Internet Connections	3,564	3,564	297	989.83	249.95	590	700	369	900	900	900	900	
5095 Bank Charges	22,361	24,047	25,084	37,987.03	38,441.39	46,133	45,000	22,715	45,000	45,000	45,000	45,000	Note: change in online vendors may show reduction
5100 Dues and Sponsorships	42,497	47,835	49,382	48,513.48	49,782.80	45,364	51,000	24,679	51,000	51,000	51,000	51,000	BOC (20k), NACCLS (13k), HPN (\$300) IFBLS (6k)
5105 Accounting Fees	72,085	82,607	72,375	67,434.23	64,762.31	81,402	90,000	40,881	80,000	90,000	90,000	90,000	By contract: actual charge time and materials
5115 Registration Charges	1,117	439	25	1,889.00	261.95	25	500		500	500	500	500	
5135 Audit Charges	16,750	16,750	16,850	12,895.00	13,279.00	13,000	16,000	16,000	22,900	16,000	16,000	16,000	
5140 Legal Fees	0	0	0	0.00	0.00		1,000		0	1,000	1,000	1,000	
5141 Outside Services	24,445	14,213	17,444	16,503.94	20,615.93	18,242	26,000	29,701	43,000	43,000	43,000	43,000	\$2,400/yr HL Volunteer, added Minisites and MentorMatch in 20, Investment Fees/401K
5142 Recruiting Fees			70,355				0			0	0	0	
5144 Subscriptions	868	679	2,667	2,549.90	3,904.19	4,384	3,000	1,326	3,000	3,000	3,000	3,000	ASAE and CLSI
5150 Travel: Staff	7,360	7,459	15,562	16,043.05	18,177.05	22,269	18,000	8,861	13,000	18,000	18,000	18,000	
5155 Travel: Committee			1,055	488.34	0.00	3,680	500		0	500	500	500	
5180 Advertisement						743		12	15				
5185 Printing and Production	725	424	959	2,648.94	434.60	113	2,000		1,000	2,000	2,000	2,000	
5190 Design Charges			445	0.00	0.00	1,775	500	1,631	3,142	500	500	500	
5240 Web Hosting			60	69.97		70	0		1,000	750	750	750	
5300 Bad Debt						7,500							
6245 Income Taxes						21,995			20,000	20,000	20,000	20,000	Income Taxes related to Unrelated Business Income
5999 Miscellaneous					164.94	942		43	100	100	100	100	
Total Expenses	519,261	537,741	645,894	560,934	603,737	710,404	710,585	374,232	731,169	757,283	769,196	784,609	
Net (loss) Income	-475,038	-497,042	-591,860	-510,211	-549,983	-664,053	-662,785	-356,389	-692,669	-709,483	-721,396	-736,809	

	FY2014 Actual	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget	FY2020 Aug-Jan	FY2020 Projection	FY2021 Budget	FY2022 Budget	FY2023 Budget	Comments
110 Membership													
Revenue													
4002 Dues - PF1	267,180	245,287	233,106	237,441	230,998								
4003 Dues - PF2	133,081	116,166	102,917	91,134	79,781								
Professional Subtotal/All P's	400,261	361,452	336,023	328,575	310,779	289,439	300,100	118,555	257,815	260,000	260,000	260,000	Maintain assumption approved by Finance Committee
4004 Dues - AP	16,305	13,168	15,055	19,130	16,550	25,179	26,600	13,077	29,837	30,150	30,500	30,800	1% increase
23000 Dues - DP	39,304	36,929	28,155	29,211	23,690	23,220	23,000	5,632	18,449	20,000	20,000	20,000	reverse effect of Orlando on Educator Packages
4006 Dues - Community	12,645	11,070	9,995	10,530	9,225	8,204	9,000	2,533	5,451	9,000	9,000	9,000	
4007 Dues - Emeritus	2,750	2,750	2,675	2,774	3,395	5,452	5,000	3,124	6,293	5,000	5,000	5,000	
4008 Dues - Group - Education		15,034	27,106	39,066	42,478	40,964	40,000	21,293	52,482	46,000	46,000	46,000	reverse effect of Orlando on Educator Packages
4009 Dues - Group - Lab		750	6,926	6,240	6,184	6,214	6,500	1,866	3,844	4,000	4,000	4,000	
Dues - Sustaining						8,500	11,000	5,065	10,200	11,000	11,000	11,000	
4999 Total Revenue	471,265	441,153	425,935	435,526	412,301	407,172	421,200	171,145	384,371	385,150	385,500	385,800	
Expenses													
5035 Office Supplies	99	271	31	0		90	50			50	50	50	
5070 Postage and Freight	6,418	7,407	7,138	5,065	8,675	4,922	4,000	1,111	1,111	4,000	4,000	4,000	
5085 Telephone/Fax	760	563	646	791	542	612	750	290	500	750	750	750	
5090 Internet Connections	501	210	89	0			200		0	200	200	200	
5106 Membership Services	43,018	46,000	48,840	48,840	48,840	88,085	52,000	35,849	70,000	70,000	70,000	70,000	Neosystems
5141 Outside Services			16,251	30,840	30,346	41,330	41,000	26,330	47,000	49,000	50,000	51,000	TL + HL (\$2,520/month + Neo \$500) 16-DB Restore
5144 Subscriptions	250		1,025	0			0			0	0	0	
5180 Advertising					200								
5185 Printing and Production	12,574	10,637	12,417		14,461	14,028	10,000	1,771	1,000	10,000	10,000	10,000	
5190 Design Charges			488	8,600			1,000		0	1,000	1,000	1,000	
Total Expenses	63,618	65,088	86,924	94,136	103,063	149,067	109,000	65,351	119,611	135,000	136,000	137,000	
Net (loss) Income	407,647	376,065	339,011	341,390	309,238	258,104	312,200	105,793	264,760	250,150	249,500	248,800	

		FY2014 Actual	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget	FY2020 Aug-Jan	FY2020 Projection	FY2021 Budget	FY2022 Budget	FY2023 Budget	Comments
120 Annual Meeting														
Revenue														
		Charlotte					Louisville	Virtual		Louisville	Grand Rapids	?		
4100	Registrations	151,731	124,347	140,683	158,298	180,415	199,405	240,500		106,760	317,600	328,000	338,500	B21-Assumes SAFMLS 800/\$397, 19A 550@\$350 22-820@\$400, 23-840@\$403 (assumes same base rate to \$545. Average increase due to more professional mix vs AP/DP/Emeritus). Note: All registrants get post event access to all sessions.
4130	Exhibits	85,000	85,000	85,000	85,000	8,000	104,845	50,000		75,000	70,000	80,000	90,000	
4140	Sponsors	56,522	60,250	47,520	32,500	48,030	3,000	60,000			60,000	60,000		Sponsorship and Educational Grants
4150	Commissions	27,788	9,417	7,853	16,307	2,767	25,444	30,000			30,000	30,000	30,000	Commission to ASCLS 7-10% total room night base
4600	Sales							2,000		2,000	3,000	4,000		Post meeting sales of virtual programming
4999	Total Revenue	321,041	279,014	281,056	292,105	239,212	332,694	382,500		183,760	480,600	502,000	522,500	
Expenses														
5025	Corporate Insurance	1,200	1,060	1,254	1,266	1,400	1,400	1,400		1,400	1,400	1,400	1,400	
5035	Office Supplies	240	0	719	61	1,616	2,593	250	481	250	250	250	250	
5070	Postage and Freight	12,289	12,836	19,848	9,623	2,794	7,505	12,000	117	2,000	12,000	12,000	12,000	
5085	Telephone/Fax	0	32	201	59	0	0	100		100	100	100	100	
5110	Meetings Management	60,004	60,000	60,000	60,000	60,000	97,600	92,000	48,084	92,000	94,000	96,000	96,000	New VJ Meeting Contract
5115	Registration Charges	9,265	6,740	7,812	1,233	1,273	1,700	5,000		5,000	5,000	5,000	5,000	
5130	Honoraria	14,975	4,019	10,150	7,750	6,087	10,950	22,500		25,000	25,000	27,000	27,000	Increasing programming requires more honoraria
5194	Partner Revenue Share						413							
5141	Outside Services	11,154	17,457	4,269	20,015	12,752	33,662	12,000		45,000	40,000	40,000	40,000	Cvent services
5150	Travel: Staff	13,049	7,080	12,383	8,012	11,096	12,725	12,000	1,275	4,000	12,000	12,000	12,000	
5155	Travel: Committee	11,004	7,311	9,053	9,151	6,416	4,282	13,000	6,992	5,000	13,000	13,000	13,000	Additional committee members (partners)
5160	Travel: Board	17,648	16,452	20,005	18,793	20,255	16,668	16,000		2,000	16,000	16,000	16,000	Lower room night costs
5165	Travel: Speakers	2,786	6,437	2,820	3,609		2,098	2,500		0	2,500	2,500	2,500	
5180	Advertising					300								
5185	Printing and Production	12,103	10,528	9,170	12,079	23,496	12,922	13,000		13,000	13,000	13,000	13,000	
5190	Design Charges				1,800									
5195	Food and Beverage	134,342	63,407	85,702	103,889	145,157	88,123	120,000	6,122	0	135,000	140,000	145,000	
5200	Meeting Room Rental			0				1,000		0	1,000	1,000	1,000	
5205	Drayage	16,680	12,533	14,490	15,050			5,000		0	5,000	5,000	5,000	
5210	Photography	2,264	1,662	1,526	2,384	2,362	2,455	2,500		0	2,500	2,500	2,500	
5220	Audio Visual Charges	44,644	31,468	39,173	53,976	60,365	54,558	52,000	1,093	4,000	55,000	55,000	55,000	New contract for Clarity
5225	Awards, Ribbons and Badges	590	2,968	3,665	3,638	8,934	3,441	3,000		1,000	3,000	3,000	3,000	
Total Expenses		364,238	261,991	302,242	332,388	366,265	353,094	385,250	64,165	199,750	435,750	444,750	449,750	
Net (Loss) Income		(43,197)	17,023	(21,186)	(40,284)	(127,053)	(20,400)	(2,750)	(64,165)	(15,990)	44,850	57,250	72,750	
Partner Cut (7% Net)							-\$261.27	\$787.50			\$4,049.50	\$4,847.50	\$5,932.50	

	FY2014 Actual	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget	FY2020 Aug-Jan	FY2020 Projection	FY2021 Budget	FY2022 Budget	FY2023 Budget	Comments
130 CLEC													
Revenue							Orlando		Orlando	Denver	?	?	
4100 Registrations	160,493	145,134	175,183	192,806	208,010	216,180	220,000		250,130	256,000	256,000	256,000	15-443/\$330, 16-489/\$365, 17-482/397, 18-524/393, 19-544/\$401, 20-\$620/\$403, 821-575/\$445 Assumes base rate of \$545. All registrants receive access to all recorded sessions.
4120 Workshop	440	0	0				0			0	0	0	
4130 Exhibits	15,215	17,560	25,165	22,250	22,325	33,745	34,000		36,750	35,000	36,000	36,000	
4140 Sponsors	7,000	10,550	15,615	12,850	4,750	15,100	14,000		2,590	15,000	16,000	16,000	
4150 Commissions	14,158	6,520	4,810	3,554	2,016	16,915	14,000		19,000	13,000	14,000	14,000	Commission to ASCLS 7-10% total room night base
4600 Sales							1,000		500	1,000	1,000	1,000	Post meeting sales of virtual programming
4999 Total Revenue	197,306	179,764	220,773	231,460	237,101	281,940	283,000		308,970	320,000	323,000	323,000	
Expenses													
5025 Corporate Insurance	772	349	619	800	800	471	800		598	800	800	800	
5035 Office Supplies	0	687	794	0	148	1,684	500		374	500	500	500	
5050 Equipment Rental	450	0	0	0			500		0	500	500	500	
5070 Postage and Freight	864	1,039	715	2,903	1,314	2,969	2,000		1,410	2,000	2,000	2,000	
5085 Telephone/Fax		8	0	0			20			20	20	20	
5110 Meetings Management	14,300	14,300	14,300	14,300	14,300	65,000	60,000	30,000	60,000	60,000	60,000	60,000	
5115 Registration Charges	2,090	2,250	1,228	1,215	1,400	1,370	2,000		0	2,000	2,000	2,000	
5130 Honoraria	4,215	4,380	3,249	5,965	3,335	6,370	7,000		7,900	7,000	7,000	7,000	
5131 Royalties - ESA	1,764	10,927	10,209	16,398	19,568	19,003	3,548		2,958	6,648	6,948	6,948	10% for ESA starting in 2020
5132 Royalties - Host	0	3,642	3,403	5,466	6,383	6,334	3,548		2,958	6,648	6,948	6,948	10% for Host Committee
5141 Outside Services	3,500	1,500	425	0	5,316	1,828	2,000		937	2,000	2,000	2,000	
5150 Travel: Staff	1,178	4,407	3,457	1,945	7,163	4,986	6,000		4,100	6,000	6,000	6,000	
5155 Travel: Committee	1,911	0	0	0			1,000		638	1,000	1,000	1,000	
5160 Travel: Board	0	539	508	605	503	32	600		1,719	600	600	600	
5165 Travel: Speaker		111	1,893	1,069		577	600		778	600	600	600	
5185 Printing and Production	5,707	4,546	3,392	4,214	2,714	2,948	6,000		7,838	6,000	6,000	6,000	
5190 Design Charges					748								
5195 Food and Beverage	139,794	91,051	131,478	120,717	115,527	108,869	130,000		152,450	135,000	135,000	135,000	
5205 Drayage	349	329	0				500		0	500	500	500	
5220 Audio Visual Charges	16,297	16,141	22,739	23,068	19,440	26,074	27,000		39,980	28,000	28,000	28,000	
5225 Awards, Ribbons & Badges		1,706	1,946						173				
Total Expenses	193,190	157,911	200,355	198,665	198,659	248,516	253,616	30,000	284,810	265,816	266,416	266,416	
Net (loss) Income	4,116	21,853	20,418	32,796	38,443	33,423	29,384	-30,000	24,160	54,184	56,584	56,584	

	FY2014 Actual	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget	FY2020 Aug-Jan	FY2020 Projection	FY2021 Budget	FY2022 Budget	FY2023 Budget	Comments
140 Legislative Day													
Revenue													
4100 Registrations	24,565	24,918	24,130	26,010	26,015	26,900	28,000		4,000	29,000	30,000	30,000	Keep base rate at \$295
4140 Sponsors	10,000	4,655	5,000	7,000			3,000		0	3,000	3,000	3,000	
4150 Commissions	3,704	0	0				3,000		0	3,000	3,000	3,000	
4999 Total Revenue	38,269	29,573	29,130	33,010	26,015	26,900	34,000		4,000	35,000	36,000	36,000	
Expenses													
5035 Office Supplies	425	981	1,200		479		500		0	500	500	500	
5141 Outside Services					4,000								
5150 Travel: Staff	2,588	649	3,390	3,803	2,224	3,013	2,500		0	2,500	2,500	2,500	
5160 Travel: Board					944								
5185 Printing	717	0	601	529		952	1,000		0	1,000	1,000	1,000	
5195 Food and Beverage	27,260	26,959	34,435	27,823	27,785	27,795	32,000		0	33,000	34,000	34,000	
5220 Audio Visual Charges	0	0		1,618	1,986	1,500	2,000		0	2,000	2,000	2,000	
Total Expenses	30,990	28,589	39,626	33,773	37,417	33,260	38,000		0	39,000	40,000	40,000	
Net (loss) Income	7,278	984	-10,496	-763	-11,402	-6,360	-4,000		4,000	-4,000	-4,000	-4,000	

	FY2014 Actual	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget	FY2020 Aug-Jan	FY2020 Projection	FY2021 Budget	FY2022 Budget	FY2023 Budget	Comments
150 CLS													
Revenue													
4200 Subscriptions	20,336	16,574	10,156	8,535.27	7,391.25	6,244	8,000	6,010	8,000	8,500	9,000	9,000	
4210 Advertising	0	8,011	0	3,200.00			3,000		500	3,500	4,000	4,000	
4600 Sales							500		0	500	500	500	
4999 Total Revenue	20,336	24,585	10,156	11,735	7,391	6,244	11,500	6,010	8,500	12,500	13,500	13,500	
Expenses													
5035 Office Supplies	13	0											
5060 Depreciation				28	9,003	20,194	18500	7716.66	15500	15500	0	0	
5070 Postage and Freight	8,655	2,526		21,900									
5125 Publisher Fee	21,900	36,500	29,200		14,600								
5150 Travel: Staff	1,777	0	0	10,500									
5141 Outside Services	0	10,500	14,000		12,519	9,389	25,000	3,707	12,000	13,000	14,000	15,000	
5144 Subscriptions					174								
5185 Printing and Production	22,910	6,314					6000		6000	6000	6000	6000	APEX for compositing to issue
Total Expenses	55,255	55,840	43,200	32,428	36,296	29,583	49,500	11,423	33,500	34,500	20,000	21,000	
Net (loss) Income	-34,920	-31,256	-33,044	-20,693	-28,905	-23,340	-38,000	-5,413	-25,000	-22,000	-6,500	-7,500	
	FY2014 Actual	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget	FY2020 Aug-Jan	FY2020 Projection	FY2021 Budget	FY2022 Budget	FY2023 Budget	Comments
160 ASCLS Today													
Revenue													
4210 Advertising		1,300	0	0	0		1,000		0	1,000	1,000	1,000	Opportunity
4999 Total Revenue	0	1,300	0	0	0	0	1,000		0	1,000	1,000	1,000	
Expenses													
5070 Postage and Freight	27,762	26,918	18,383	9,018	12,747	14,882	15,000	11,384	18,000	14,500	14,500	14,500	Change ASCLS Today to 6x per year I/F, M/A, M/I, I/A,S/O,N/D
5185 Printing and Production	44,948	46,230	34,131	12,481	16,924	26,885	32,000	14,181	32,000	26,000	27,000	28,000	
5190 Design Charges													
Total Expenses	72,710	73,147	52,514	21,499	29,670	41,767	47,000	25,565	50,000	40,500	41,500	42,500	
Net (loss) Income	-72,710	-71,847	-52,514	-21,499	-29,670	-41,767	-46,000	-25,565	-50,000	-39,500	-40,500	-41,500	
	FY2014 Actual	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget	FY2020 Aug-Jan	FY2020 Projection	FY2021 Budget	FY2022 Budget	FY2023 Budget	Comments
170 NEW Virtual Learning													Combination of 280 CE Online with 170 Publications/Webinars
Revenue													
4030 Royalties	17,825	15,442	17,345	30,100	23,238	24,714	16,500		16,000	16,000	16,000	16,000	Revenue from CM Packages and ASCLS CE
4140 Sponsorship	0	0	0	10,000	9,000	10,000	15,000		0	5,000	5,000	5,000	There is opportunity to grow this amount with engaged VLSC
4600 Sales	2,183	6,459	8,524	28,994	20,391	10,505	17,000		15,000	17,000	18,000	19,000	Sales of Self Studies through LMS
4650 Shipping Income	97	344	114	227	137	30	300		100	300	300	300	
4700 Webcasts	30,663	23,208	22,783	28,850	19,153	0	30,000		200	500	500	500	Registration Income from Live Webcasts
5145 Management Fees	0	5,000	5,000	0	0	0	0		0	0	0	0	
4999 Total Revenue	50,768	50,453	53,766	98,170	71,920	45,249	78,800		31,300	38,800	39,800	40,800	
Expenses													
5035 Office Supplies	0	0	0	4	0	0	0	0	0	100	100	100	
5070 Postage and Freight	0	372	668	14	1	31	150	34	35				
5085 Telephone/Fax	107	391	444	227	443	538	0	133	250				
5090 Internet Connections	750	604	885	968	1,018	500	0	249.95	500	500	500	500	
5130 Honoraria	189	0	600	3,850	2,100	103	3,500	100	200	500	500	500	
5141 Outside Services	0	0	0	31,343	44,650	23,678	7,500	5,031	10,040	11,000	11,000	11,000	Path LMS \$795 / Month + Zoom Webinar \$40/Mo
5144 Subscriptions	940	0	20	760	0	550	250	676	925	250	250	250	
5180 Advertising	0	0	0	274	0	0	0	0	0				
5230 Cost of Publications	1,134	5,656	17,824	2,444	3,200	1,297	2000	606.68	1400	2000	2000	2000	Inventory
5185 Printing and Production	0	0	930	900	0	0	1,000	0	0	500	500	500	
5235 Publication Royalties	20,088	10,129	7,190	9,540	10,685	8,910	11,000	7,165	11,000	11,000	0	0	Medialab CMM Packages. BOD to consider selling ASCLS LMS content as alternative package beginning in FY2022.
5240 Web Hosting Fees	0	0	0	0	64	0	0	0	0				
Total Expenses	23,207	17,151	28,560	50,324	62,161	35,606	25,400	13,994	24,350	25,850	14,850	14,850	
Net (loss) Income	27,561	33,302	25,206	47,847	9,759	9,643	53,400		6,950	12,950	24,950	25,950	

	FY2014 Actual	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget	FY2020 Aug-Jan	FY2020 Projection	FY2021 Budget	FY2022 Budget	FY2023 Budget	Comments
180 Outside Sales													
Revenue													
4600 Publication Sales	7,710	6,238	11,745	1,999	482	1,896	3,000	498	750	1,000	1,000	1,000	
4650 Shipping Income	1,095	677	890	181	40	54	100	26	26	100	100	100	
4999 Total Revenue	8,806	6,915	12,634	2,180	522	1,950	3,100	524	776	1,100	1,100	1,100	
Expenses													
5070 Postage and Freight	436	130	41	0		17	100		0	100	100	100	
5230 Cost of Publications	8,481	5,926	5,871	1,505	738	2,711	4,500	406	500	500	500	500	
4030 Royalties													
Total Expenses	8,918	6,056	5,912	1,505	738	2,728	4,600	406	500	600	600	600	
Net (loss) Income	-112	860	6,722	675	-216	-779	-1,500	118	276	500	500	500	

	FY2014 Actual	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget	FY2020 Aug-Jan	FY2020 Projection	FY2021 Budget	FY2022 Budget	FY2022 Budget	Comments
NEW Emerging Managers Conf													
Revenue													
4100 Registrations										37,000	40,000	42,000	Projection 150 registrants with Base Registration of \$195
4130 Exhibits										10,000	15,000	17,000	
4140 Sponsors										5,000	6,000	7,000	Sponsorship and Educational Grants
4600 Sales										500	1,000	1,000	Post meeting sales of virtual programming
4999 Total Revenue										52,500	62,000	67,000	
Expense													
5025 Corporate Insurance										500	500	500	
5035 Office Supplies										1,500	1,500	1,500	
5070 Postage and Freight										500	500	500	
5110 Meetings Management										0	0	0	
5115 Registration Charges										1,000	1,000	1,000	
5130 Honoraria										10,000	10,000	10,000	
Attendee Pack										3,200	4,500	5,500	Equivalent of the JAM Pack
5141 Outside Services										5,000	5,000	5,000	
5180 Advertising										1,000	1,000	1,000	
5185 Printing and Production										10,000	10,000	10,000	
5190 Design Charges										3,000	3,000	3,000	
5195 Food and Beverage										0	0	0	
5220 Audio Visual Charges										3,000	3,000	3,000	
5225 Awards, Ribbons and Badges										750	750	750	
Total Expenses										39,450	40,750	41,750	
Net (loss) Income										13,050	21,250	25,250	

	FY2014 Actual	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget	FY2020 Aug-Jan	FY2020 Projection	FY2021 Budget	FY2022 Budget	FY2023 Budget	Comments
210 P.A.C.E.													
Revenue													
4300 P.A.C.E. Providerships	228,325	243,801	263,263	262,154	290,185	276,149	290,000	135,964	285,000	290,000	290,000	290,000	Price Increases in FY2020
4999 Total Revenue	228,325	243,801	263,263	262,154	290,185	276,149	290,000	135,964	285,000	290,000	290,000	290,000	
Expenses													
5035 Office Supplies	834	153	77		15	224	150		0	150	150	150	
5065 Copying	224												
5070 Postage and Freight	323	54	0	121	179	344	150	179	250	250	250	250	
5085 Telephone/Fax	110	269	82	208									
5090 Internet Connections	0	134	357	604	857	1,101	900	518	900	900	900	900	
5100 Dues and Sponsorships	0	0	500	250	250	500	250	250	250	500	250	500	California and Florida (even years) accrediting
5115 Registration Charges					625								
5141 Outside Services	864	430	359	429	1,689	1,839	750	1,100	1,500	1,500	1,500	1,500	Maintenance of CE Organizer
5150 Travel: Staff	148												
5185 Printing and Production	189	396	374				400		250	250	250	250	
5190 Design Charges				100									
Total Expenses	2,693	1,436	1,751	1,712	3,616	4,008	2,600	2,046	3,150	3,550	3,300	3,550	
Net (loss) Income	225,632	242,365	261,513	260,442	286,570	272,141	287,400	133,919	281,850	286,450	286,700	286,450	

	FY2014 Actual	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget	FY2020 Aug-Jan	FY2020 Projection	FY2021 Budget	FY2022 Budget	FY2023 Budget	Comments
220 NMLW													
Revenue													APF Lab Week Run
2030 Royalties	762	1,860	922				0			0	0	0	
4140 Sponsorship				362	6,918	17	0			5,000	5,000	5,000	
4600 Sales				44			0			50,000	50,000	50,000	
4650 Shpping Income							0			0	0	0	
4999 Total Revenue	762	1,860	922	406	6,918	17	0			55,000	55,000	55,000	
Expenses													
5035 Office Supplies	343	99	0	0	87	0	0			1,000	1,000	1,000	
5070 Postage and Freight					2,351					10,000	10,000	10,000	
5141 Outside Services			0		5,790	0	0			13,000	13,000	13,000	
5230 Cost of Publications										31,000	31,000	31,000	
TXFR Forum Escrow													
TXFR Donations to E&R													
Total Expenses	343	99	0	0	8,228	0	0			55,000	55,000	55,000	
Net (loss) Income	419	1,761	922	406	-1,310	17	0			0	0	0	
230 Board of Directors													
Revenue													
4140 Sponsors	8,000	8,000	8,000	8,000	8,000	8,000	8,000		8,000	8,000	8,000	8,000	Regional Assessments Consider switching to state-based assessment based on membership size.
4999 Total Revenue	8,000	8,000	8,000	8,000	8,000	8,000	8,000		8,000	8,000	8,000	8,000	
Expenses													
5085 Telephone/Fax	0	199	54	29		21	0		880	0	0	0	
5035 Office Supplies									200				
Postage/Freight									0				
5111 Registration Charges	42	795	1,950	1,990		3,285	800		0	3,300	800	3,300	ASAE Symposium in odd FY's
5141 Outside Services													
5150 Travel: Staff	393	1,983	562	1,343	644	1,676	1,000	1,694	1,700	1,000	1,000	1,000	
5155 Travel: Committee					1,342	648							
5160 Travel: Board	15,983	17,342	20,330	12,821	13,044	17,028	18,000	4,022	5,200	18,000	18,000	18,000	
5195 Food and Beverage	12,432	10,333	0	9,261	12,439	12,637	12,000	2,179	2,400	12,000	12,000	12,000	
5220 Audio Visual Charges	295	0	0	1,053	2,179		2,000	683	700	2,000	2,000	2,000	
Total Expenses	29,144	30,652	22,897	26,496	29,648	35,294	33,800	8,577	11,080	36,300	33,800	36,300	
Net (loss) Income	-21,144	-22,652	-14,897	-18,496	-21,648	-27,294	-25,800	-8,577	-3,080	-28,300	-25,800	-28,300	FY2019 \$33,700 expenses for board travel throughout budget + an \$18,000 on the Spring Board meeting and ExCom live meeting room/AV/F&B costs. Total expense almost \$52,000 offset by an \$8,000 regional assessment.
240 Government Affairs													
Revenue													
4999 Total Revenue	0	0	0	0	0	0	0		0	0	0	0	
Expenses													
5085 Telephone/Fax	173	310	276	250	137		100		0	0	0	0	
5115 Registration Charges	943	1,830	895	995			1,000		0	500	500	500	
5141 Outside Services	61,500	63,500	67,500	83,500	61,500	76,000	72,000	36,000	76,000	76,000	76,000	76,000	FY2017 EP Consulting \$2k/mo through 5/17. For 2019, increase Fed Group from \$5,125 per month to \$6,000 per month. No increase since 2010. Annualized 2.4% increase. Voter Voice \$4,000 annually.
5150 Travel: Staff				199			500		0	500	500	500	
5155 Travel: Committee	224	0	1,001	2,035			500		0	500	500	500	
5180 Advertising				550									
Total Expenses	62,840	65,640	69,672	86,980	62,187	76,000	74,100	36,000	76,000	77,500	77,500	77,500	
Net (loss) Income	-62,840	-65,640	-69,672	-86,980	-62,187	-76,000	-74,100	-36,000	-76,000	-77,500	-77,500	-77,500	

	FY2014 Actual	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget	FY2020 Aug-Jan	FY2020 Projection	FY2021 Budget	FY2022 Budget	FY2023 Budget	Comments
250 ESA													
Revenue													
4030 Royalties	1,764	10,927	10,209	16,398	19,568	19,003	3,548		2,500	6,648	6,948	6,948	
4130 Exhibits			942										
4810 Donations		120	0										
4999 Total Revenue	1,764	11,047	11,151	16,398	19,568	19,003	3,548		2,500	6,648	6,948	6,948	
Expenses													
5085 Telephone/Fax	46	94	119				100		0	100	100	100	
5025 Insurance		0	79										
5035 Office Supplies					1,037								
5150 Travel: Staff	1,731	1,207	0				500		0	500	500	500	
5155 Travel: Committee	1,249	0	1,593	1,408	956	1,228	500		900	1,100	1,100	1,100	
Food and Beverage				1,258									
5141 Outside Services			600										
5190 Design Charges					500				0				
5220 Audio Visual			300										
5205 Drayage		750	1,159		386								
5225 Awards, Ribbons and Badges	500	500	500	1,013	1,082	500	500		0	500	500	500	
Total Expenses	3,525	2,551	4,351	3,679	3,961	1,728	1,600		900	2,200	2,200	2,200	
Net (loss) Income	-1,761	8,496	6,801	12,718	15,607	17,275	1,948		1,600	4,448	4,748	4,748	

	FY2014 Actual	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget	FY2020 Aug-Jan	FY2020 Projection	FY2021 Budget	FY2022 Budget	FY2023 Budget	Comments
260 Leadership Academy													
Revenue									0				
4999 Total Revenue	0	0	0	0	0	0	0		0	0	0	0	
Expenses													
5035 Office Supplies			0	0		1,118	100		0	100	100	100	
5085 Telephone/Fax	16		17	33			20		0	20	20	20	
5070 Postage and Freight													
5155 Travel: Committee	143	0	0	0			200		0	200	200	200	
5185 Printing and Production	9	301	0	231			350		0	350	350	350	
5195 Food and Beverage	2,819	1,220	0	3,896	2,390	2,972	4,000		0	4,000	4,000	4,000	
Total Expenses	2,987	1,521	17	4,160	2,390	4,091	4,670		0	4,670	4,670	4,670	
Net (loss) Income	-2,987	-1,521	-17	-4,160	-2,390	-4,091	-4,670		0	-4,670	-4,670	-4,670	

	FY2014 Actual	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget	FY2020 Aug-Jan	FY2020 Projection	FY2021 Budget	FY2022 Budget	FY2023 Budget	Comments
270 Web Page													
Revenue													
4030 Royalties							65,000	35,633	70,000	70,000	75,000	75,000	Job Target online job board/moving to Boxwood Integration
4210 Advertising	39,873	53,159	75,344	55,450	43,562	46,456	2,000		0	2,000	2,000	2,000	
4999 Total Revenue	39,873	53,159	75,344	55,450	43,562	46,456	67,000	35,633	70,000	72,000	77,000	77,000	
Expenses													
5141 Outside Services	3,671	1,729	2,830	0			1,500		0	1,500	1,500	1,500	web consulting and virtual career fair
5130 Honoraria													
5155 Travel: Committee	425	1,020	1,020	115		1,200	600		0	600	600	600	
5240 Web hosting and fees													
Total Expenses	4,096	2,749	3,850	115	0	1,200	2,100	0	0	2,100	2,100	2,100	
Net (loss) Income	35,777	50,410	71,494	55,336	43,562	45,256	64,900	35,633	70,000	69,900	74,900	74,900	
	FY2014 Actual	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget	FY2020 Aug-Jan	FY2020 Projection	FY2021 Budget	FY2022 Budget	FY2023 Budget	Comments
290 Special Projects													
Revenue													
4020 Special Projects	7,629	4,041	3,126	4,941	4,362	2,613	5,000	163	165	0	0	0	
4999 Total Revenue	7,629	4,041	3,126	4,941	4,362	2,613	5,000	163	165	0	0	0	
Expenses													
5100 Dues and Sponsorships	3,978	0	0	1,000			1,500			0	0	0	
5115 Registration Charges	0	0	0	0			500			0	0	0	
5205 Drayage	0	750			500								
5225 Awards, Ribbons, Badges					1,000								
5155 Travel: Committee	3,652	3,291	3,126	3,941	2,862	2,613	3,000	1,822	1,825	0	0	0	
Total Expenses	7,629	4,041	3,126	4,941	4,362	2,613	5,000	1,822	1,825	0	0	0	
Net (loss) Income	0	0	0	0	0	0	0	-1,659	-1,660	0	0	0	
	FY2014 Actual	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget	FY2020 Aug-Jan	FY2020 Projection	FY2021 Budget	FY2022 Budget	FY2023 Budget	Comments
Total													
Total Revenue	1,448,699	1,391,313	1,453,208	1,502,839	1,420,813	1,500,736	1,637,448	381,487	1,325,842	1,806,098	1,848,648	1,875,448	
Total Expenses	1,459,116	1,321,876	1,514,552	1,453,734	1,552,399	1,728,960	1,746,821	633,581	1,536,645	1,955,069	1,952,632	1,979,795	
Net (loss) Income	-10,417	69,437	-61,344	49,105	-131,586	-228,223	-109,373	-252,094	-210,803	-148,971	-103,984	-104,347	
Investment (loss) Income	\$24,991	(\$1,361)	\$23,053	68,074.18	53,015.03	\$38,516		32791.66					
Operating Income Net of Invest (loss) Income	\$14,574	\$68,076	(\$38,291)	117,179.50	(78,570.86)	(189,707.34)		(219,302.56)					



REPORTS TO:	Board of Directors
REPORT FROM:	C-3 ASCLS Today Editor
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Cheryl Caskey
DATE:	5/26/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

The newsletter provides a communication vehicle providing President, Board of Directors, Regional, and State reports each issue along with Scientific Assembly section submissions. The Ascending and Developing Professional forums also provide articles sharing information from these groups.

All ASCLS members should know they can have the opportunity to write and submit articles for the newsletter. Any interested member should contact the Editor to discuss the article and a workable deadline.

Activities Since the Last Report

- Content was solicited and submitted for the scheduled issues
- Editor served on the Marketing and Communication Committee
- Editor worked with Julia O'Donnell at the office on each issue.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

Busy professional schedules can make it difficult for assigned authors to always submit scheduled articles. It is important for authors to know the newsletter content depends on timely submission of articles or the need to notify the editor if that cannot be done.

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	C-4 Awards Committee
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Suzanne Campbell, Awards Committee Chair 2019-2020
DATE:	5/18/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

The Awards Committee has had the opportunity to develop a virtual format for the awards ceremony due to the annual meeting format change.

Activities Since the Last Report

Committee met via zoom on March 19, April 16 and May 7, 2020.. Additional meetings will be conducted May 21, June 4 and June 18.

Committee members will determine changes in award recognition type -plaque versus certificate as well as day/time and format of recognizing award nominees and winners during the annual meeting.

All award nominees reviewed and judged accordingly to preset timeline.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

NA

Request for Action

NA



REPORTS TO:	Board of Directors
REPORT FROM:	C-7 Choosing Wisely Committee
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	George A. Fritsma, MS, MLS
DATE:	5/23/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

ASCLS CW Committee members in 2017 and again in 2019 voted to function independently in response to ASCP invitations to join their ETUSC. When ABIMF requested we collaborate with the ETUSC we stipulated the need to ensure that ASCLS gained attribution for our submissions. The relationship with ETUSC has turned out to be respectful, collegial, and productive. ETUSC carefully reviewed our recommendations and recommended submission without edits, and further, requested our committee review recommendations they and that ASM had prepared. This is a successful collaboration.

Activities Since the Last Report

Subsequent to approvals by the fall, 2019 BOD, the CW Committee formally submitted our first set of five recommendations to the American Board of Internal Medicine Foundation [ABIMF] on 12-11-19. On 12-13-19 we received an ABIMF request that we resubmit in collaboration with the American Society for Clinical Pathology [ASCP] Commission on Science, Technology, and Policy Effective Test Utilization Steering Committee [ETUSC], chaired by Lee Hillborne, MD. Maddie Josephs, Stephanie Mihane, and Cindy Johnson conferred and appointed George Fritsma as ASCLS CW representative to the ETUSC, expanding ETUSC to 17 members.

ETUSC met 4-14-20 and the members complimented our work. After a productive discussion, the ASCLS recommendations were forwarded unchanged to ABIMF on 4-15-20, however they had already been reviewed by all additional CW organizations subsequent to our December 13, 2019 submission and were readied for publication.

During the 4-14-20 meeting 14 ETUSC CW recommendations and 5 recommendations from American Society of Microbiology [ASM] were presented. ETUSC members requested they be reviewed by the ASCLS CW Committee.

We held our first 2020 ASCLS CW meeting on 4-30-20, when the ETUSC and ASM recommendations were distributed to the members and 4 new ASCLS CW Committee recommendations were reviewed and prepared for forwarding to the ASCLS Scientific Assemblies. Several additional recommendations are in early preparation.

The ETUSC held a meeting on 5-11-20 to discuss updates to their CW list and the ASM list, including recommendations made by our committee. We were also invited to nominate CW Champions for 2021.

ASCP, ABIMF, and ASCLS have prepared a simultaneous news release for 6-11-20 with help from Julia O'Donnell, CAE, ASCLS Director of Marketing and Communications and EVP Jim Flanigan. We selected the date to help draw attention to our 6-28-7-2-20 virtual meeting. On that day our recommendations will be published on the CW web site with an ASCLS description provided by Ms. O'Donnell.

We thank Stephanie Mihane for her support and communication. Jim Flanigan for providing Zoom conferencing facilities.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

At our 4-30-20 committee meeting we agreed to forward new recommendations to the Phlebotomy and Hematology/ Scientific Assemblies for review with a deadline of 6-1-20. Our next CW meeting is 6-4-20, subsequent to which we would like to send a supplemental report of the recommendations to the BOD for approval during the 2020 meeting. A summary of the recommendations appears in Request for Action.

Request for Action

I move that the ASCLS BOD approve the following recommendations for submission to the Choosing Wisely campaign. Be it noted: The recommendations will be forwarded with supplemental justifications and references. We also have one previously approved recommendation ready to be submitted.

- Do not order a MTHFR mutation and / or homocysteine assay as part of a thrombophilia work up. [Mayukh Sarkar, PhD]
- Do not order protein S activity or total protein S antigen. Instead order free protein S antigen. [Mayukh Sarkar, PhD, MLS]
- Do not use thromboelastography to guide blood product transfusions in trauma patient resuscitation without an established, institutional treatment algorithm in place. [Ryan Mize, DCLS]
- Do not routinely employ discard tubes when collecting coagulation specimens Use discard tubes only when collecting from a “butterfly” infusion set or vascular access device. [George Fritsma MS MLS]
- Previously approved and ready to submit: Avoid routine type and screen testing for patients undergoing procedures with a low risk of bleeding without clinical indication. [Brianna Miller MS, MLS]

American Society for Clinical Laboratory Science

Choosing Wisely Recommendation

Do not routinely employ discard tubes when collecting coagulation specimens. Use discard tubes only when collecting from a winged infusion set or vascular access device.

Before 1997, coagulation experts required phlebotomists to collect a “discard” tube prior to collecting coagulation specimens, theorizing that as the needle passed through the skin and vessel wall it would accumulate “tissue thromboplastin,” producing spurious clot-based coagulation assay results.¹ Conversely, CLSI Guideline H21-A5 cites definitive 1997–2003 studies that report no difference in coagulation assay results between the first and second tube.^{2,3} The Guideline concludes there is no requirement for a discard tube when using standard collection equipment. When collecting a specimen series, the coagulation tube should be collected first or following a non-additive tube. Because of their relationship with inpatient iatrogenic anemia, discard tubes are usually contraindicated.⁴

There are two exceptions: winged infusion sets and vascular access collection. Winged infusion “butterfly” sets introduce “dead space” of approximately 0.5 mL. Introduction of the air in the tubing to the specimen causes an imbalance in the critical blood/anticoagulant ratio in the collection tube. A discard volume sufficient to evacuate the line of air must be collected so that the infusion set tubing is “primed.” When collecting through a vascular access device, the device must first be flushed with 5–10 mL of saline prior to collection. Subsequently, the phlebotomist collects and discards at least 5 mL of blood, which may be diluted or contaminated, before collecting the specimen.

American Society for Clinical Laboratory Science

This American Society for Clinical Laboratory Science (ASCLS) recommendation was developed under the leadership of ASCLS’s Choosing Wisely Committee and the ASCLS President and Executive Vice President. The Committee examined numerous options based on evidence available through an extensive review of the literature. Subject matter experts from the ASCLS Hematology/Hemostasis and Phlebotomy Scientific Assemblies reviewed and recommended approval of this recommendation, which was subsequently approved by the ASCLS Board of Directors.

George A. Fritsma, The Fritsma Factor

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¹Palkuti HS. Chapter 2: Specimen collection and quality control. In Corriveau DM, Fritsma GA. Hemostasis and Thrombosis in the Clinical Laboratory. Lippincott 1988.

² Collection, Transport, and Processing of Blood Specimens for Testing Plasma-based Coagulation Assays and Molecular Hemostasis Assays, Approved Guideline—Fifth Edition. CLSI Document H21-A5, 2008. Clinical and Laboratory Standards Institute. Wayne, PA.

³ McGlasson DL, More L, Best HA, et al. Drawing specimens for coagulation testing: is a second tube necessary? Clin Lab Sci 1999;12:137–9.

⁴. Stefanini M. Iatrogenic anemia (can it be prevented?). J Thromb Haemost 2014;12:1591.

Avoid routine prothrombin time (PT) and partial thromboplastin time (PTT, APTT) pre-operative screens on unselected patients.

Nine observational studies, including three prospective studies, reported the positive predictive values for hemostatic complications for the PT and PTT ranged from 0.03 to 0.22, whereas computed 95% confidence intervals for each assay generates a 2.5% positive rate from normal subjects. A review of 27,737 PT and PTT results over two decades showed that only 8% of PTs and PTTs were clinically indicated based on current or prior patient history of bleeding. A study of general hospital unregulated coagulation screening requests produced few abnormal results with no evidence that they were associated with an increased bleeding risk. In this study, all bleeding cases could be attributed to an underlying condition. The 1989 Medical Necessity Project of the Blue Cross and Blue Shield Association endorsed by the American College of Physicians found that at least 70% of PT and PTT tests were not clinically indicated. The risk of intraoperative bleeding is best predicted from a careful history that includes a questionnaire-based bleeding assessment test (BAT).

American Society for Clinical Laboratory Science

This American Society for Clinical Laboratory Science (ASCLS) recommendation was developed under the leadership of ASCLS's Choosing Wisely Committee and the ASCLS president and executive vice president. The Committee examined hundreds of options based on evidence available through an extensive review of the literature. The PT and PTT are typically performed on patients without indications and their results do not improve medical or surgical care. Eliminating screening PTs and PTTs is within the control of a facility's medical and surgical review boards. Instituting this recommendation improves care, lower costs, and employs laboratory resources effectively and economically. Subject matter experts from the ASCLS Hematology/Hemostasis Scientific Assembly reviewed and recommended approval of this recommendation, which was subsequently approved by the ASCLS Board of Directors.

Brianna Miller, MS MLS (ASCP), University of Alabama at Birmingham

George A. Fritsma, MS, MLS (ASCP), The Fritsma Factor

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Brianna V. Miller, MS, MLS, George A. Fritsma, MS, MLS 7-7-18

Avoid routine type and screen testing for patients undergoing procedures with a low risk of bleeding without clinical indication.

In addition to the risk of iatrogenic anemia from unnecessary blood draws, performing unwarranted Transfusion Medicine screening tests such as the type and screen testing can bring unnecessary costs and inconveniences to patients and bring more burden to medical laboratory personnel and other healthcare professionals. While the majority of patients are not red cell alloimmunized, about two percent of the population do have unexpected red cell antibodies. Although small in number, these antibody workups can require extra blood draws, resources, and undue delay to surgeries. Avoidance of performing the type and screen testing in procedures that are considered low risk according to estimated blood loss, maximum surgical blood order schedule category, and/or selective test ordering by anesthesiologists and other healthcare professionals can limit the undue strain on the patient, healthcare professionals, and the healthcare system. In addition, patient assessment and other preoperative laboratory values such as the hemoglobin value may be used as guidance in the ordering of a preoperative type and screen.

American Society for Clinical Laboratory Science

This American Society for Clinical Laboratory Science (ASCLS) recommendation was developed under the leadership of ASCLS's Choosing Wisely Committee and the ASCLS president and executive vice president. The Task Force examined hundreds of options based on evidence available through an extensive review of the literature. Routine type and screen testing performed on patients without risk of bleeding may lead to further unnecessary testing and cost to the patient. Need should be assessed according to estimated blood loss of a procedure, maximum surgical blood order schedule category, and healthcare professional assessment. By not performing unnecessary type and screen testing, this will improve patient care by reducing iatrogenic blood loss, decreasing cost to patients, and conserving medical resources. Subject matter experts from the ASCLS Transfusion Medicine Scientific Assembly reviewed and recommended approval of this recommendation, which was subsequently approved by the ASCLS Board of Directors.

Brianna Miller, MS MLS (ASCP), University of Alabama at Birmingham

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ASCLS Choosing Wisely Recommendation:

Do not order a MTHFR mutation and / or homocysteine assay as part of the thrombophilia work up.

Homocysteine is a breakdown product of methionine that can be recycled by the human body with the help of the enzyme methylene tetrahydrofolate reductase (MTHFR) to reuse in building proteins. A mutation of the *MTHFR* gene (C677T) impairs its ability to process folate that may lead to elevated homocysteine levels. For long it was thought that elevated homocysteine from the *MTHFR* mutation was associated with cardiovascular diseases. That in turn could lead to coronary artery disease, heart attacks, strokes, clots in veins causing deep vein thrombosis (DVT) and pulmonary embolism (PE), and pregnancy complications among others. But in 2010 the American Heart Association declared that elevated homocysteine levels were not considered to be a major risk factor for cardiovascular disease.¹ Subsequently, in 2013, the American College of Medical Genetics and the American College of Obstetricians and Gynecologists recommended that *MTHFR* mutation screen or homocysteine test should not be ordered as part of clinical evaluation for risk of blood clots, increased risk of DVT or PE, or recurrent pregnancy loss, since there is no clinical association between the two.² *MTHFR* mutation or elevated homocysteine levels are not clotting disorders and should not be included in thrombophilia testing panels.³

American Society for Clinical Laboratory Science

This American Society for Clinical Laboratory Science (ASCLS) recommendation was developed under the leadership of ASCLS's Choosing Wisely Committee and the ASCLS President and Executive Vice President. The Committee examined numerous options based on evidence available through an extensive review of the literature. Subject matter experts from the ASCLS Hematology/Hemostasis and Molecular Diagnostics Scientific Assemblies reviewed and recommended approval of this recommendation, which was subsequently approved by the ASCLS Board of Directors.

Mayukh Sarkar, PhD, Wisconsin Diagnostic Laboratories

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1. Greenland P, Alpert JS et al. American College of Cardiology Foundation/American Heart Association Task Force on Practice Guidelines. 2010 ACCF/AHA guideline for assessment of cardiovascular risk on asymptomatic adults. *Circulation*. 2010.122:e584-e636.
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3. Moll S and Varga E. Cardiology Patient page - Homocysteine and MTHFR mutations. *Circulation*. 2015.132:e6-e9.

Do not order a protein S activity assay for measuring protein S function. Instead, order free protein S antigen.

Protein S deficiency may result in an increased risk of thromboembolism. Protein S deficiency may be inherited or acquired. Three types of heterozygous congenital protein S deficiencies are described based on the levels of total and free protein S antigen, and protein S activity in plasma. Type I and type III are quantitative defects while type II is a qualitative defect.¹

Types of Heterozygous Protein S Deficiency			
Type	Free Protein S antigen	Total Protein S Antigen	Protein Activity
I	Decreased	Decreased	Decreased
II	Normal	Normal	Decreased
III	Decreased	Normal	Decreased

Type II is extremely rare and is not considered a risk factor for thrombophilia.² Some laboratories currently use protein S activity [functional] assay as the test of choice to differentiate between the three types of protein S deficiencies with free protein S antigen assay as a reflex test. The protein S activity test has numerous problems because it is a clot based assay—it has a large coefficient of variation; the test is affected by patients who have factor V Leiden mutation or lupus anticoagulant.^{3,4} On the contrary, free protein S antigen assay is more specific for detecting true deficiencies and only free protein S has anticoagulant activity.⁵ It is measured using an immunoassay and should be used as the preferred test of choice rather than protein S activity.

American Society for Clinical Laboratory Science

This American Society for Clinical Laboratory Science (ASCLS) recommendation was developed under the leadership of ASCLS's Choosing Wisely Committee and the ASCLS president and executive vice president. The Committee examined numerous options based on evidence available through an extensive review of the literature. Subject matter experts from the ASCLS Hematology/Hemostasis Scientific Assembly reviewed and recommended approval of this recommendation, which was subsequently approved by the ASCLS Board of Directors.

Mayukh Sarkar, MLS, PhD, Wisconsin Diagnostic Laboratories

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Do not use thromboelastography to guide blood product transfusions in trauma patient resuscitation without an established, institutional treatment algorithm.

Currently, many trauma patients presenting to emergency departments are resuscitated through blood product transfusions guided by conventional coagulation tests (CCTs) only. Acute care organizations that utilize thromboelastography (TEG) in conjunction with CCTs do not commonly have treatment algorithms in place to guide blood transfusions in trauma patients, which can result in the overuse of blood products. When assessing the number of hospitals that have institutional massive transfusion protocols (MTP), one study documented that only 9% of surveyed facilities utilize TEG in their MTPs.

Several recent studies compared patient outcomes in facilities that incorporate TEG methodology against those that did not. Mortality and blood product transfusion rates were measured and significant positive correlations between CCTs in conjunction with TEG versus CCTs-only were found. Not only did TEG-guided resuscitation result in higher survival rates and fewer transfused blood products, but also identified those at risk for hyperfibrinolysis, which is a limitation of CCTs. Hyperfibrinolytic patients were found to require more blood products, longer intensive care unit-, ventilator-, and hospital-days.

When observing the opportunity of replacing CCTs with TEG for trauma activations in the Emergency Department, the reviewed literature seems to be inconclusive. A study of 1,974 major trauma activations argues that rapid TEG methodologies are better predictors for massive transfusions; however, another study argued that because TEG testing takes longer to perform than CCTs, TEG should not be the sole tool to assess coagulopathies in these patients.

American Society for Clinical Laboratory Science

This American Society for Clinical Laboratory Science (ASCLS) recommendation was developed under the leadership of ASCLS's Choosing Wisely Committee and the ASCLS president and executive vice president. The Committee examined numerous options based on evidence available through an extensive review of the literature. Subject matter experts from the ASCLS Hematology/Hemostasis and Immunohematology Scientific Assemblies reviewed and recommended approval of this recommendation, which was subsequently approved by the ASCLS Board of Directors.

Ryan Mize, DCLS Candidate, Massachusetts General Hospital Special Coagulation Laboratory Manager

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REPORTS TO:	Board of Directors
REPORT FROM:	C-8 CLEC Steering Committee
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Dana Bostic
DATE:	6/8/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

Opportunities: CLEC 2020 was held in Orlando, Florida with record-breaking attendance (622 registrants total) and introduced warmly received updates such as the New Educators Workshop (NEW) with 77 registrants total. Overall, the CLEC 2020 program was successfully rated with highly regarded sessions. Deemed one of the best in CLEC history. Cheers! We have an opportunity to build on this momentum by bringing back the NEW workshop next year along with other programmatic changes such as the Networking Bubbles.

Threats: It is no surprise that the COVID-19 pandemic looms over our planning for CLEC 2021. To our knowledge, CLEC 2020 attendees were not impacted by COVID-19 at the time of the conference. From a vendor perspective, additional opportunities (e.g. time slots) for vendors are needed to allow for more interaction with attendees throughout the conference. The layout was better this year but hoping to have more optimal vendor space and time with attendees (e.g. Commercial Symposium) at Denver's meeting.

Activities Since the Last Report

The CLEC 2020 Steering Committee (SC) concluded its term in a wrap up meeting on Monday, April 27th. In this meeting, the committee reviewed the final numbers from CLEC 2020 including the number of registrants and industry partners (25 out of 26 with physical onsite presence in Orlando). The committee reviewed the CLEC 2020 Evaluations completed by conference attendees and vendors. Additionally, CLEC 2020 SC committee members shared feedback regarding their own experience serving on the committee as well as recommendations for next year's conference planned for Denver, CO. In new business, we discussed the updated proposal process for CLEC 2021 and reviewed content as it relates to the planning process for Denver (e.g. dates, meeting location, lodging accommodations). The meeting concluded with a formal transition from the CLEC 2020 SC Chair, Dana Bostic, to CLEC 2021 SC Chair, Dr. Hassan Aziz.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

As the first CLEC SC, I commend all of those ASCLS members that served on the committee as well as those offering support throughout the process. We celebrate the overall success of CLEC 2020 including the creation of the highly successful NEW workshop. The only remarkable change or development is relieving the CEPI Committee of its responsibility to submit proposals to CLEC on an annual basis. This request was approved by the ESA Chair, Dr. Floyd Josephat, in consideration of the CEPI committee taking on the development and coordination of the NEW workshop. In addition to the transition of the CLEC SC Chairs, a

separate meeting was held to formally transition the CLEC Host Liaison Society Chairs (from Tripat Kaur - Orlando to Joan Polancic - Denver) to further support a seamless transfer of duties. I would recommend an official update to the CLEC Handbook for documentation of transfer of duties including role responsibilities and host committee obligations.

Request for Action

I move that the ASCLS Board of Directors accepts the approval of the ESA Chair, Dr. Floyd Josephat, and the CLEC 2020 SC Chair, Dana Bostic, in requiring the CEPI committee to submit CLEC proposals considering their newly acquired responsibility in content development for the NEW Workshop.



REPORTS TO:	Board of Directors
REPORT FROM:	C-9 Clinical Laboratory Science journal
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Perry M. Scanlan Editor in Chief, CLS journal
DATE:	5/27/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

The window for CLS journal to survive and prosper is closing. The editorial team has done as much as it can keep it afloat at great expense to our personal reputations. As EIC, I am faced with the impossible task with communicating with authors, encouraging publications, and taking the brunt of the journals failure to do much of anything over the last few years. Board reports have pointed out the need for journal support and to get these issues published and indexed. The journal has not produced full PDF style issues for the journal in over two years. Several professionals have emailed us and libraries have contacted us on whether we are still operating. This is a result of problems associated with APEX and frankly the society's decision to ignore our pleas for assistance. There are articles associated with at least 8 issues that have yet to be printed. Additionally, we are not currently indexed in pubmed which is eroding our submissions over time.

The current SARS-COV-2 pandemic would have been an ideal time to be a world leader and encourage professionals to publish on these topics. This cannot be done because the journals lack of appropriate indexing. This was a giant lost opportunity. Additionally doing nothing is a choice and as a society we have done nothing which is worse than doing something and failing.

No matter what happens, we have a professional responsibility to get these issues published. It is not an option to fail in this regard. Authors have trusted us and we must complete this task. I am tired of writing these reports twice a year and trying to see the potential going forward with no support. There are opportunities and there are ways we can work together to improve but it is going to take a society led effort to make the journal better. That includes more than the Editors and Associate Editors. Furthermore many faculty which account for most of our submissions require pubmed listings to have it count for their faculty retention and promotion process. This process cannot move forward until APEX creates the issues as pubmed will not approve us without those issues. The longer this process continues the harder it will be to fix as issues become more and more backlogged. Additionally the journal cannot troubleshoot any issues between the submission process, the 'publish ahead of print', and the final issues because it is not clear where to fix any issues in the process. The primary function of the Editorial board is to the quality of the submissions, manage the review process, and to support authors. The journal likely requires some sort of paid managing editor.

I would like to resign from my position as editor in chief of CLS journal and move to a volunteer staff position. The SARS-COV-2 pandemic has increased my professional responsibilities and now may be the appropriate time to transition the journals leadership. In this way, I can pass on my knowledge of benchpress, highwire, and the website to the extent possible. Additionally there needs to be volunteer that distributes the manuscripts to the editor

in chief and helps authors navigate the system. As the previous issues get created I can assist in fixing and working with the editor in chief to solve issues as they arise. This would give me an opportunity to remain active and assist the journal.

Activities Since the Last Report

The editorial board has worked hard to assess the needs of the journal's authors and readers. The editorial board created an IRB approved study that has assessed the wants and needs of journal authors and readers. This work was presented at CLEC 2020 as the presentation "Publish or Perish: The Need for Scholarly Activity in Medical Laboratory Science". This presentation shows the needs of stakeholders from various perspectives. The CLS editorial board has also been accepted to present a panel titled "Becoming an Expert: Professional Writing, Reviewing and Publishing" at the Joint Annual Meeting. In addition to these scholarly efforts, the journal editorial board has conducted a search for an Education Editor (Janice Conway-Klaassen) and Associate editors (Tara Moon, Diane Davis) to establish a succession plan. While these efforts are ongoing we have recommended an Education editor and two associate editors for the journal.

We have submitted 3 proposals to the CLEC meeting: Becoming an Expert: Professional Writing, Reviewing and Publishing in Microbiology/Molecular, Becoming an Expert: Professional Writing, Reviewing and Publishing in Hematology/Immunohematology, and Becoming an Expert: Professional Writing, Reviewing and Publishing in Education.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

The journal has not produced full PDF style issues for the journal in almost 3 years. Several professionals have emailed us and libraries have contacted us on whether we are still operating. This is a result of complete failure for anyone to act despite repeated pleas for help.

There are articles associated with at least 8 issues over 2.5 years that have yet to be printed. This is completely unacceptable. This hurts our faculty and sacrifices the reputation of the editorial board. As Editor in Chief I am both responsible (the buck stops with me) for the mess, regardless of how the journal got here, and yet helpless to resolve it. The primary function of the editorial board is to ensure the quality of the submissions and the management of the review process. The journal likely requires some sort of paid managing editor to help make sure the publication is produced at least until it becomes pubmed listed. These are not new issues and are well documented in at least every report I have submitted for the last 3 years.

I want to express my support for my editors and associate editors. They work extremely hard to find authors, appropriate reviewers, and to turn around manuscripts in an expeditious manner. This board is all volunteer and they work hard to uphold the scholarship and professionalism of the journal. The efforts in trying to improve this journal and encourage scholarship should be commended. This group of editors (Kristin Landis-Piwowar, Pat Tille, Connie Mahon, Teresa Nadder, Janice Conway-Klaassen, Tara Moon, and Diane Davis) works hard during a time where much criticism is directed toward the journal and whose efforts are not always considered as important as other work within the society. The effort they put forward on behalf of the journal should be considered quite honorable as they sacrifice their time and talents for CLS journal.

Request for Action

I move that the ASCLS Board of Directors formally appoint an ad-hoc committee of scholars of at least 5 volunteers to move the journal toward issue production and pubmed listing.

I move that the ASCLS Board of Directors formally create a time table for CLS journal issue production that will complete issues no later than December 31, 2020.

I move that the ASCLS Board of Directors issue a formal statement to membership on why the CLS journal issues have not been completed through APEX with sufficient detail to understand and correct our failures.

I move that the ASCLS Board of Directors begin a search for a new Editor-in-Chief and accept Dr. Scanlan's resignation as Editor in Chief as soon as an appropriate replacement is found.

I move that the ASCLS Board of Directors appoint Perry Scanlan to a staff volunteer for CLS journal upon conclusion of his duties as EIC.

I move that the ASCLS Board of Directors formally recognize Connie Mahon for her service as Education Section Editor for the Journal.



REPORTS TO:	Board of Directors
REPORT FROM:	C-10 Diversity Advocacy Counsel
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Miles Tompkins
DATE:	5/27/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

None

Activities Since the Last Report

None

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

None

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	C-11 DCLS Oversight Committee
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	S. Renee Hodgkins
DATE:	5/28/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

The SARS-COV2 event has lead to the recognition of our profession. Other opportunities to highlight the DCLS in the pandemic?

Activities Since the Last Report

The committee is diligently working on the Body of Knowledge document for the DCLS. We have had work group meetings in March, May, and will have an additional work group early June to dialogue through the Patient Safety/Professional Practice section of the document. Communication with NAACLS. The NAACLS DRC will be meeting June 12th. Mark Spence provided an update at the CLEC 2020 meeting.

Promotion of the DCLS profession: ASCLS Today has been contacted to highlight DCLS professionals or DCLS students in the newsletter. Additionally, an action to the board was added after the CLEC 2020 Oversight meeting to make connections within various organizations regarding the promotion and knowledge of DCLS professional to help push the profession forward.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

Celebration: The committee has finished processing the Advanced Clinical Laboratory Science section of the BOK, is about halfway through the Profession/Patient safety section and has one more section to evaluate. Cheers for progress! The committee needs guidance on what the next steps would be after completion of the document which has been delayed from the original completion of Summer 2020 but is anticipated early 2021.

Rutger's University has graduated an additional 2 DCLS students in May 2020. Additionally, 2 Rutger's students will be starting their clinical residency component in summer 2020 for graduation next year. University of Texas Medical Branch is on track for an additional 9 graduates in August 2020.

Please join our session at JAM 2020: Hear it from the Source. Why choose the DCLS? A panel of students (and their respective program directors) from all 3 national DCLS Programs.

Request for Action

None at this time



REPORTS TO:	Board of Directors
REPORT FROM:	C-12 E&R Fund
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Louann Lawrence
DATE:	5/29/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

None

Activities Since the Last Report

Activities of the Committee:

1. A total of \$13,000 in scholarships will be awarded this year in memory of Bunny Rodak, Michelle Kanuth and Edward Dolbey and in honor of Dan Southern.
2. We received five ASCLS Member Grant applications. Evaluations are completed. We are awaiting results of the 2020 Annual Meeting Silent Auction to determine funds available to award grants. Applicants have been apprised of the delay.
3. The Joseph J. Kleiner Award for best article in the 2019 issues of Clinical Laboratory Science was awarded to Owaja C, Roback-Navarro E, Iwai N, and Lerret N for "Hyperglycemia Activates the CD27-CD70 Axis on Human Peripheral Blood Mononuclear Cells."
4. Trustees met by conference call on April 16. We voted to extend the deadline for grant final reports from July 1 to December 31, 2020, due to research labs closing because of the pandemic. Jim reported that the CLEC Silent Auction brought in \$1868. This will be added to general funds to help with grant funding.
5. Trustees met again on May 14 to discuss how the Silent Auction would be handled due to our virtual Annual Meeting this year. We voted to purchase software to help run a virtual silent auction. We will be meeting soon with the company to discuss the specifics.
6. We discussed the following criterion that is listed for scholarship and grant applicants to be eligible: "Applicant must be U.S. citizen or permanent resident of U.S." There was agreement to delete the criterion for scholarship applicants. Since we use the same scholarship application forms as Alpha Mu Tau, this will make our criteria the same as theirs. However, the deletion for grant applicants was tabled and will be addressed at our next meeting.
7. The E&R Grant Selection Sub-Committee met by conference call to discuss problems with the application and evaluation process. These will be addressed prior to the next application cycle.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

None

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	C-13 Government Affairs Committee
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Annette Bednar
DATE:	5/27/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

None

Activities Since the Last Report

Activities of the Committee

3-16-20 GAC Conference Call

4-09-20 Webinar – Labvocate Update

4-20-20 GAC Conference Call

5-15-20 GAC Conference Call

Legislative Update

COVID-19 Legislation: Congress initially passed HR 6074 which provided \$8 billion to start addressing the coronavirus on March 4. After the passage of HR 6074, Congress passed additional COVID-19 related legislation, including the \$2 trillion CARES Act. Congress is now working on a 4th COVID-19 related bill. This new bill would provide hazard pay for essential workers.

ASCLS and other laboratory groups have been in talks with Sen. Murray's (D-WA) office to offer input on a national testing plan. The GAC's biggest concerns surround supply chain issues and supply shortages. ASCLS sent the other laboratory professional groups a draft of a letter to the Vice President that asks for a meeting of the professional laboratory societies with the White House Task Force.

Allied Health Personnel Shortage Act of 2019: Rep. Cicilline (D-RI) and Rep. Holmes (D-D.C.) introduced the Allied Health Personnel Shortage Act of 2019 in the House on March 19, 2020. HR 6302 has been referred to the House Committee on Energy and Commerce.

VALID/VITAL Acts: The Verifying Accurate Leading-Edge IVCT Development Act (VALID) Act has been introduced in both the House and the Senate while the Verified Innovative Testing in American Laboratories Act of 2020 was introduced in the Senate on March 17, 2020. Neither bill is likely to move quickly through Congress this year.

Regulatory Update

Legislative Symposium: The Legislative Symposium scheduled for March 16-17, 2020, was cancelled due to the COVID-19 pandemic.

COVID Agency Update: The CDC has been providing weekly COVID-19 Response Updates on Monday afternoons. The FAQ pages for FDA, CMS, and CDC have been helpful and should be checked regularly. ASCP has asked ASCLS to help revise a document they created about a national testing plan. The original document made a list of points, but did not elaborate on these points or how they would be addressed.

Labvocate Update Webinar: On April 9, Patrick Cooney and Jim Flannigan provided a Labvocate Update webinar for ASCLS members. There were 300 registrants with 100 of

those attending the live on-line webinar. It is available on the ASCLS website for those who missed the live session.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

None

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	C-14 Judicial Committee
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	J.R. Constance
DATE:	5/27/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

None

Activities Since the Last Report

The Judicial Committee has had no activity since the last report.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

None

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	C-15 Marketing and Communication Committee
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Rebecca Rogers
DATE:	6/4/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

Opportunities: The impact of COVID-19 on our community has enhanced appreciation and usage of tools that promote remote learning and various means of electronic and virtual communication. Our virtual JAM will further facilitate this. These developments will support MarCom's exploration of initiatives or programs utilizing virtual learning and electronic platforms.

Threats: none

Activities Since the Last Report

Activities Since the Last Report

- Electronic vote in the affirmative to approve the ASCLS Today editor position description / purpose and goals – May 15, 2020

Continued Committee Priorities include:

- Assessment of our current brand including strengths/weaknesses/perceptions related to each unique target audience.
- Evaluation of data pertaining to usage of the online member communities to inform how to best use the service.
- Rank-ordering of each unique audience receiving MarCom efforts from the Society in order to ensure targeted efforts will meet their unique needs.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

Celebration: Board liaison Kyle Riding and Staff liaison Julia McDonnell have been the fuel keeping the passion ignited in our efforts. The committee cannot thank them enough.

Concern: The interruption in our lives from the pandemic slowed committee progress, but we hope to continue forward with renewed focus.

Request for Action

None at this time.



REPORTS TO:	Board of Directors
REPORT FROM:	C-16 Membership Committee
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Melissa Dumoulin
DATE:	5/29/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

Threats:

- The membership committee is worried about the overall impact COVID-19 will have on our membership numbers especially with the cancellation of most state spring meetings.
- The ability of laboratory professionals to afford renewal/join fees due to decreased work hours or unavailability of job opportunities.

Activities Since the Last Report

Activities Since the Last Report

- The membership committee launched third social media engagement activity. "Tag Your Lab Hero." This activity is still in progress.
- Awarded 12 Voices Under 40 Winners!
- Monthly Zoom meetings were held the second Wednesday of the month in March, April and May. State membership chairs were invited to join.
- Preparing to hold State Membership Chair Orientation

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

Celebration:

- We received 16 applications for the Voices Under 40 Award. This was an amazing turn out. It is so exciting to see so many talented and dedicated laboratory professionals supporting our society.

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	C-18 Nominations Committee
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Rebecca Rogers
DATE:	6/4/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

Opportunities: None

Threats: None

Activities Since the Last Report

Email discussion and submission of question for President-elect candidates to answer during Annual Meeting

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

Celebration: The ASCLS Nominations Committee is excited to present the full slate of candidates to the membership for elections during the 2020 Annual Meeting.

Concerns: None

Request for Action

None at this time



REPORTS TO:	Board of Directors
REPORT FROM:	C-19 Patient Safety Committee
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Stacy Walz
DATE:	6/18/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

- The COVID-19 pandemic provides an opportunity for ASCLS to promote broad recognition of the profession, and also expand research and product creation opportunities for laboratory and other healthcare professionals.

Activities Since the Last Report

- Completed our 2019-20 commitment to Lab Testing Matters by submitting the final two articles for publishing.
- Posted blogs to the Patient Safety & Healthcare Quality member community.
- Created a draft video script for venipuncture.
- Contributed to ASCLS Today.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

We lost a couple of active members in the last 6 months; this, coupled with 3-4 largely inactive members, made it challenging to maintain momentum on some projects.

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	C-20 Political Action Committee
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Stephanie Mabry
DATE:	5/27/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

The COVID-19 pandemic has created a threat to our typical fundraising platform - in-person solicitation of donations at Legislative Symposium (cancelled), constituent society annual meetings (nearly all cancelled or moved virtual), and Joint Annual Meeting (moved virtual). It is likely PAC donations will be significantly lower than in past years.

Activities Since the Last Report

Plans are being made to run a virtual donation campaign in tandem with the Joint Annual meeting through use of a Zoom Room as an industry partner; push notifications, badges, and gamification of the conference app; and short videos/announcements tied to the ASCLS legislative agenda that can be used during the virtual meeting and/or emailed to ASCLS membership.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

NA

Request for Action

NA



REPORTS TO:	Board of Directors
REPORT FROM:	C-21 P.A.C.E. Committee
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Julie Bayer-Vile
DATE:	5/21/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

None

Activities Since the Last Report

Continued review and approval of self-study modules submitted for P.A.C.E. credit, including 24-hour turn-around on a COVID-19 module.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

None

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	C-22 Product Development Committee
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Samantha (Treutel) Salm
DATE:	5/27/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

The Product Development Committee has been sunsetted.

Activities Since the Last Report

The committee is happy to provide any feedback to the new virtual learning steering committee.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

I would like to thank the committee members for their work on this committee, many who have served for years to make the Product Development Committee what it is. Thank you for your volunteerism and leadership!

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	C-23 Promotion of the Profession Committee
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Charlotte Romain, Chair PPC
DATE:	5/27/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

no

Activities Since the Last Report

We have not been able to move forward with any of our projects. The Science Festival was cancelled, the HOPE project will not be happening. We had planned to update the PPC webpage, but with the news that the PPC will be discontinued, we will halt any work on that as well.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

I was told that the PPC would be dissolved. I agree that we have too many committees for the number of active members that we have. There are also other committees doing similar work and what was valuable in the PPC could be transitioned to other committees. I will be available to help transition anything from the PPC to another committee. I have felt all along that there are other blogs on the website and we didn't really need another, so I personally think that can go away. We have gotten very little buy in and/or support from the committee members to get it off the ground. I would like to see the Science Festival moved to another committee. I promised Mary Ann I would be her new champion for this project! I would also like to see the HOPE project continue. The educators toolbox should also be moved to a new committee and updated as well as the MPLW promotional activities.

Request for Action

No requests



REPORTS TO:	Board of Directors
REPORT FROM:	C-24 Leadership Academy Committee
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	SUZANNE BUTCH
DATE:	5/28/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

Cultivating new presenters for the program.

Activities Since the Last Report

The sessions initially planned for the days preceding the Legislative Symposium were quickly and successfully converted to virtual sessions by Rebecca Rogers.

The current Leadership Academy class has been working on their project for presentation during the virtual annual meeting.

Four individuals have applied and been approved for the 2020-2021 Leadership Academy.

Sessions for the current and new class have been scheduled for Saturday and Sunday June 27 and 28.

A graduation event is being scheduled.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

Thank you to all the speakers at the virtual sessions.

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	C-25 Leadership Development Committee
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Kathy Doig, LDC Chairperson
DATE:	5/28/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

None to report

Activities Since the Last Report

Activities of the Committee:

- Met via Zoom: 3/24, 4/15, 5/24
 - Monitored and assisted, as needed, in development of modules on 5 topics: basic leadership, professionalism, mentoring, communication, and diversity/equity/inclusion. Most of these are nearing completion. (Work plan priority 1)
 - Christie Massen and Carol Rentas managed the Key to the Future submissions this year. They solicited KTF submissions using various announcement means developed in consultation with Julia O'Donnell last year. This included asking Regional Directors to help us. Thanks to the BOD for that help. We started this earlier this year (November) than last (January), hoping to increase submissions. However, we garnered just about the same level of participation as 2019 where there were 54 members honored from 26 constituent societies. In 2020 we did increase participation of constituent societies to 32 with 57 honorees. We also encouraged constituent societies to notify us if they were not honoring anyone, so we knew they had seen the announcement. Six societies responded in this way. Under the circumstances of this year, we feel this is a good response. Helping constituent societies identify worthy honorees remains a challenge for us but is also a reflection of the broader concerns for constituent society leadership. (Work plan priority 2)
- Jim worked out some bugs in the web submission system from 2019. We also added a field where submitters can briefly explain why the honoree is being recognized. We will request photos from honorees after JAM and Julia will again post names, photos, and now descriptions on the ASCLS web site. We need to develop a method for making past recipient lists available to submitters.
- Julia O'Donnell recorded interviews with members at the JAM in 2019 where they talked about how their ASCLS participation had paid off in other ways. She has been editing them for use in various ASCLS sites. The LDC has reviewed drafts and offered feedback when asked. (Work plan priority 5)
 - The LDC was requested to help draft a set of FAQs for the "Get Involved" page of the ASCLS website. Susan Naka has been leading this effort which is nearing completion. (Activity not on the work plan)
 - The LDC is reviewing and revising the documents that were developed last year that guide the module development process. Now that we are actually doing it, the documents need revision to reflect the process that has evolved. (Work plan priority 7)

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

The role of the regionally-appointed LDC members within their regions for leadership development varies. While some regions have very active regional leadership development activities like leadership academies in which their LDC representative plays a prominent role, other regions do not have expectations for their LDC representative beyond participation on the national LDC. The change to the appointment process for LDC members away from regional representation creates the need for regional directors and councils to consider the role of a leadership development chair within the region. Guidance to the LDC from the BOD would be appreciated if there is expected to be any communication and interaction between the LDC and regional LDC chairs who will not be members of the LDC.

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	C-28 Consumer Information (CI) Response Team
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Susan J. LeClair
DATE:	6/24/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

None

Activities Since the Last Report

1. We have added members from The Rutgers University DCLS program. Mentoring is in progress.
2. We continued to work with Patient Power™, the International MPN Research Foundation, and the CLL Society. In each we are spoken of as a major resource for laboratory and physiology explanations. No surprise here, many of the questions concerned SARS-CoV-2 and COVID19 status.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

1. A growing concern (see past reports to the Board) is the lack of acknowledgement for the work we do on the LTO site. There are essentially two portions to the site: the first consists of static pages (which are not always accurate or uptodate) and our interactive person-to-person reply service. It is this second portion that caused LTO to be recognized as we were the only service to do this for over 20 years. I believe that there are now 1-3 others that do this, but the replies are given by physicians who do not know the laboratory aspect of the tests.

Yes, when you look at the front page, ASCLS' logo is in a stream of "supporters" and not always visible. When you ask a question, we are mentioned but in an area that is easily skipped over. We continue to be concerned that LTO does not value our work.

2. The overwhelming number of spam submissions has come down to a mere trickle, although many of them are offers to help with the static pages. We are grateful that it is one or two every now and again.

Request for Action

I move that the ASCLS Board tell AACC to acknowledge our work on the the front page of LTO and have an explanation of our level of contribution.



REPORTS TO:	Board of Directors
REPORT FROM:	D-1 IFBLS
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Hassan Aziz
DATE:	5/13/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

1. Current workstreams include: ISCO work, Revision of core curriculum and core competence document, DBLSE online, and Scientific network of experts
2. The World Café provides opportunities for members to express opinions on specific issues and come to a common conclusion. Outcomes of these are reported back to members.
3. BLS day is actively promoted with a chosen theme.
4. The IFBLS Board of Directors has identified a need for an IFBLS Scientific Network of qualified Biomedical Laboratory Scientists within all laboratory disciplines to assist in document review or projects which will benefit the development within laboratory medicine and our profession. IFBLS has a working relationship with WHO and we receive calls for experts and volunteers for development of WHO

Visibility of the profession in the healthcare community in particular during the COVID-19 pandemic

Activities Since the Last Report

Submitted the ASCLS CD Annual Report for 2020 on April 6, 2020

Received and distributed March 2020 edition of the IFBLS Newsletter

A decision has been made to postpone the 34th IFBLS World Congress of Biomedical Laboratory Science, which was to be held 1-5 September 2020 in Copenhagen, Denmark. Continue to look at how and when the next General Assembly of Delegates (GAD) and election to the IFBLS Board of Directors for 2020-2022 can be arranged. Member associations interested in nominating a candidate for the IFBLS Board of the Directors the deadline to receive applications is Friday, 1 May 2020.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

The 34th IFBLS World Congress of Biomedical Laboratory Science, which was to be held 1-5 September 2020 in Copenhagen, Denmark has been postponed.

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	D-2 CCCLW
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Susie Zanto, Chair of the CCCLW
DATE:	5/27/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

The updated Laboratory Science Careers website (www.laboratorysciencecareers.com), maintained by CCCLW, continues to be an opportunity to spread the word about careers in laboratory science.

Activities Since the Last Report

- The CCCLW Steering Committee held monthly Zoom calls (April 17, May 15), and the entire CCCLW met quarterly (March 16).
- The CCCLW continues to participate in the Centers for Disease Control and Prevention's Clinical Laboratory Partners Workforce Think Tank.
- CCCLW Steering Committee members continue to update the CCCLW website (www.ccclw.org) and the Laboratory Science Careers (LSC) website. (www.laboratorysciencecareers.com)
- As part of the CCCLW 2020 project to promote the use of the Laboratory Science Careers website, the CCCLW encouraged member organizations to promote the website during MLPW as well as the important work being done by our members during these difficult COVID-19 times.
- CCCLW continues to monitor Google Analytics to see if traffic improves as a result of our activities

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

Item of Concern: ASCLS still needs to appoint a representative to the CCCLW, since I was elected as Chair in December. This person also sits on the CCCLW Steering Committee. I understand that the Appointments Committee is working on this, and we look forward to having this additional member to provide input to advance our mission, vision and strategic plan.

Request for Action

None at this time



REPORTS TO:	Board of Directors
REPORT FROM:	D-3 NAACLS
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Susie Zanto, Maribeth Flaws and Marcia Armstrong
DATE:	5/27/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

NAACLS had to postpone a number of site visits for accrediting and approving programs due to the COVID-19 pandemic and are exploring virtual visits to meet the needs of the programs.

Activities Since the Last Report

NAACLS presented a pre-conference workshop Get Excited About Not Being Cited – The Insiders’ Edition prior to CLEC 2020 with 114 attendees present.

The NAACLS Board met on April 23, 2020 to conduct the business of the organization including approving or accrediting programs based on recommendations. The 2020 in-person Board meeting is scheduled for September 23 – 25, 2020.

The NAACLS 2019 Annual Report has been published and is available through the NAACLS website. (<https://naacsl.org/NAACLS/media/Documents/AnnualReport.pdf>)

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

NAACLS continues to demonstrate commitment to public service by assuring the quality of educational programs in the clinical laboratory sciences and related healthcare disciplines and continues to be responsive to the needs of the healthcare community, especially during these difficult times of COVID-19.

Request for Action

None at this time



REPORTS TO:	Board of Directors
REPORT FROM:	D-4 Health Professions Network
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Daniel Olson
DATE:	5/21/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

Opportunity: HPN Request Laboratory Professional Information from ASCLS for Pilot of Showcasing Healthcare Professions (See attached).

Activities Since the Last Report

About the Health Professions Network (HPN):

The HPN represents 60 member associations and works to promote collaboration and serve the interests of allied health professionals from 200 different health professions as well as educators, regulators, accrediting agencies, and government agencies. Since its founding in 1995, HPN has worked to advance and explore current issues relevant to health professions.

I represented ASCLS at the HPN Board of Directors monthly HPN Board Meetings. I continued to serve as President of HPN.

I represented ASCLS at the following Health Professions Network (HPN) Summits:

The HPN continues to work with national stakeholders in the series of Summits being held. The theme of the HPN Spring Summit was “Data & Its Impact on Health Professions” which was held due to COVID-19 Virtually on April 15-17, 2020. It was supposed to be held in person in Columbus, OH. (Please see attached for summary and links.)

The HPN continues to work with national stakeholders on disseminating the DOL’s “Fundamentals of Health Care Competency Model” across the U.S.

<https://www.careeronestop.org/competencymodel/competency-models/fundamentals-of-health-care.aspx>

Additional HPN notes:

The HPN continues working to implement a two-pronged consumer awareness campaign: One, to create awareness of the health professions and the career opportunities in these fields; two, to address the more fundamental issues (lack of clinical sites, shortage of faculty, inadequate program funding, issues with credentialing and licensure). The economic downturn, for the short term, has obviated the need for the first goal—awareness of the health professions is already there—so now we must face the second challenge.

The HPN will continue to further develop its relationships with HRSA, DOL, DOE, etc., to potentially complement national missions and initiatives.

The HPN is working to strengthen the organization, communicate membership benefits to a larger audience, recruit and engage new members and organizations, develop revenue-generating activities, and enhance relationships with other key health care organizations, to ensure a two-way dialogue between HPN and member organizations. Other goals include:

- Increase public awareness of the health professions
- Recruit students into health care fields
- Serve as an informational resource for policy makers re: health workforce

- Undertake a multifaceted communications plan and PR campaign (making use of Web 2.0 and social media networking)
HPN Meeting schedule for 2020-2021
Fall 2020, Oct 27-30, 2020
Spring 2021 TBD
*If you need access to the HPN Summit Presentations, please contact Dan Olson at Dan.Olson.Aloha@comcast.net

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

N/A

Request for Action

I move that ASCLS provide HPN with laboratory professional information for the HPN's pilot of Showcasing Healthcare Professions (See attached).



We need a volunteer to pilot our new *profession profiles.*

ASCLS, please set aside a few minutes to read this email considerately—this is the beginning of a larger project for the Health Professions Network.

It is part of HPN's mission to raise the profile of clinical health professions beyond doctors and nurses—especially those professions represented by our members.

As part of this mission, and as a benefit to our members, we are launching an on-going effort to compile and update profiles of professions for students and prospective professionals via hpnonline.org; initially through our blog.

We believe that currently existing resources of this sort could benefit from being updated and fleshed out with a greater amount of detail and real professional input that only HPN members can provide.

We've outlined a schedule to produce a minimum of 6 of these profiles in 2020—though that number could easily be 12 or 18 depending on our members' interest.

We are currently seeking a volunteer to help us compile a first profession profile as an example by **February 28**. This is relatively shorter notice (3 weeks) than we have planned for

future editions, but we anticipate that some HPN members may have much of this content already in some form.

Also note—HPN staff is available to facilitate, organize, edit and beautify these profiles. But ultimately, we envision these profiles to be largely member- and volunteer-driven effort.

Even if you are not currently in a position to help us, please review the following information to understand the project. We will invite all HPN members, now and as we develop these features, to provide input on our organization of the information and the ultimate value of the profiles.

What follows is our rubric/outline for these profession profiles and what we expect of volunteers:

OUTLINE

1) A Day in the Life of a [Profession]

- a) Job description / responsibilities
- b) Work environment
- c) Professional testimonials

2) Goals and Rewards of Being a [Professional]

- a) Patient interaction / patient support
- b) Contribution to quality / health system
- c) Personal & professional goals and expectations / testimonials

3) Becoming a [Profession]

- a) Academic requirements
- b) Clinical requirements
- c) Student perspectives / testimonials

4) Salary / [Profession] outlook

- a) BLS data / org. survey data
- b) Job availability and projections
- c) Professional resources / organizations

VOLUNTEER RESPONSIBILITIES

- 1) First and foremost, we ask that volunteer members provide as much information as possible about their profession using the rubric outlined, above, within the time frame outlined by staff.
- 2) Provide 2-5 images of professionals in action.
- 3) Provide information regarding the association supporting these professionals and any credentials / credentialing bodies validating professionals' scope of practice.
- 4) And ultimately, link to and share the resulting profile!

OUR 2020 SCHEDULE

Deadline | Publish Date

February 25 | **February 28**
April 24 | **April 30**
June 19 | **June 26**
August 21 | **August 28**
October 23 | **October 30**
December 18 | **December 31**

We very much understand if you'd like a bit more lead time—please let us know if you'd be interested in volunteering for any of these deadlines.

Again, we anticipate this may be a large or small project depending on what resources are already available for your profession—and we know that three weeks notice is a short turnaround—*but our first volunteer will earn our undying love!*

Of course, these profiles are not set in stone and can be updated and fleshed out more as we go, and as member feedback continues to shape our rubric.

Thank you very much for your time in reading this email—please reach out to me by replying to this email with any questions, or if you're interested in creating this sort of profile for your profession with HPN.

Thank you, thank you!

- Kurt Jensen
Communications Director
Health Professions Network



REPORTS TO:	Board of Directors
REPORT FROM:	D-5 Board of Certification (BOC)
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Linda A. Smith, PhD, MLS(ASCP)BB
DATE:	5/26/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

None

Activities Since the Last Report

The ASCLS/ASCP position paper on nomenclature for the profession has been submitted to ASCLS for adoption by the 2020 House of Delegates.

The ASCP BOC met by video conference for the Spring meeting April 3-4, 2020. The Fall meeting will also be held by video conference rather than in-person.

Changes to the distribution of points for CMP for technologist level certification and qualifications were approved. These will be effective for anyone recertifying after Jan. 1, 2024.

The certification in Donor Phlebotomy Technician (DPT) will be discontinued and changed to a qualification in Donor Phlebotomy (QDP) effective Jan. 1, 2022.

PhD Immunology Exam Committee identified tasks for the initial practice analysis. The practice analysis is a necessary step in exam development.

Seven proposals were submitted in response to the Value of Certification RFP. Review of the proposals will be completed by June 1, 2020.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

None

Request for Action

None



REPORTS TO:	Board of Directors
REPORT FROM:	E-1 Constituent Society Task Force
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Linda Goossen, Chair Constituent Society Task Force
DATE:	5/28/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

N/A

Activities Since the Last Report

Constituent Society Task Force

Board of Directors' Report March 1, 2020 – May 27, 2020.

Task Force Members:

- Linda Goossen, Chair
- Rick Panning, Vice Chair
- Mary Ann McLane
- Miles Tompkins
- Suzanne Campbell
- Jim Flanigan, staff liaison
- Roslyn McQueen, board liaison

Task Force Charges:

- Completed: Review the findings of the Root Cause Task Force and use those findings as the basis for its work.
 - Completed: Recommend a list of objective, quantitative measures (KPIs) that are indicators of constituent society health and which may be used in an annual assessment. Some of those KPIs may already exist, while others may need to be developed.
 - Completed: Develop and recommend a single or multidimensional categorization system that utilizes those KPIs to identify the absolute and relative health of each constituent society.
 - To be completed: Develop and recommend a transparent system of annual assessment (which includes timeframe, methods for collection and who is responsible for performing the task) that reliably indicates the health of each constituent group.
 - Partially completed: Develop and recommend specific interventions ASCLS should make with constituent groups that fall into categories of substandard function
 - To be completed: Offer recommendations for interventions that may be utilized to strengthen and prevent high and standard performing constituent societies from falling into substandard groups. The Task Force may also suggest ways in which higher performing constituent societies may be leveraged to improve poorly performing constituent societies.
 - To be completed: Develop and offer recommendations for a standard approach to addressing non-functioning groups that may include mergers, dissolution, or re-chartering
- Activities since March 1, 2020:

- Rick Panning and the task force developed a Power Point presentation regarding the results of the survey, which was presented to the BOD during the board meeting in Washington D.C. March 14.
- The task force will pare down the survey results and share the results with the Constituent Societies.
- Discussion of Board response to Constituent Society Taskforce report:
- Motion #4 Referred to CSTF: Development mechanisms to provide constituent societies with expertise and resources that are needed for specific activities, especially when they involve professional skills (e.g. online design, marketing communication, finances) (ASCLS-NY)
 - o New York - missing financial data, taxes not filed, annuity not recorded.
 - o Need for training and professional resources, particularly New York and California.
 - o Possibly a common platform for Constituent Society websites; train everyone on similar platform and standardize everything.
 - o ASCLS looking at a Microsite system providing consistency and a set of tools for each Constituent Society.
- Motion #9 Referred to CSTF: Utilize the data from the constituent society survey to pair constituent societies that are struggling with those that are thriving in a mentor mentee relationship.
 - o A Constituent Society would have to ask for help and then be paired with a Constituent Society that can help with the particular weakness indicated.
- The BOD asks the task force to come up with standards – constituent societies have very few standards.
 - o Jim suggested perhaps moving away from a National meeting to Regional and State meetings that may be necessary due the pandemic and ensuing changes in health care..
- A report of the survey results was developed and will be sent out to all constituent societies the end of May or beginning of June.
- Jim will update the state retention numbers for this year and enter the new data into the report.
- The task force will develop a webinar to review survey results with all constituent societies.
- We are in year two of the task force. Discussion was held about the extension of the task force to or through 2021 or if it would be advantageous to ask the ASCLS BOD to develop a standing committee.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

N/A

Request for Action

1. I move that the ASCLS Board of Directors extend the Constituent Society Taskforce term through the end of calendar year 2020 in order to enable the task force to complete its initial charges.
2. I move that the ASCLS Board of Directors develop a Constituent Society standing committee to continue the process of helping struggling constituent societies. Be it noted: the taskforce recommends that the committee be charged with developing a mentoring program to pair struggling constituent societies with strong constituent societies, develop standards for processes such as web site development and maintenance, maintaining accurate and timely financial records.



REPORTS TO:	Board of Directors
REPORT FROM:	E-2 House of Delegates Taskforce
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Kyle Riding, PhD, MLS(ASCP)
DATE:	5/25/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

The Virtual Joint Annual Meeting will give the task force a chance to see the efficacy of a virtual format for this year's House of Delegates. With one of our desires to assure the House can be more accessible, seeing the opportunities presented by a virtual session will be beneficial.

Activities Since the Last Report

The task force has met three times via conference call since the interim meeting. Discussions have allowed the group to uncover several themes that will most likely be presented in any final reports. The first theme is that the group believes the role of the House of Delegates is to serve as a representative voice for ASCLS and the profession. The second theme has been exploring if society governance functions (i.e. elections and governing bylaws) is best served by the House or some other model. The final theme involves identifying how representation beyond geographical location would be beneficial in assuring the House has as inclusive of voice as possible. In line with this final theme, the task force has prepared a preliminary, draft document that highlights how a representative voice in the House could be found. We share this draft document in an attempt to raise awareness around this topic and stimulate dialogue.

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

This task force has been working very hard and having many difficult conversations that have challenged our own unique assumptions and biases. I must celebrate each member for their courage in speaking about their vision of the House of Delegates.

Request for Action

N/A



REPORTS TO:	Board of Directors
REPORT FROM:	E-3 Position Paper Task Force
SUBMITTED FOR:	Annual 2020 Board of Directors Meeting
SUBMITTED BY:	Deb Rodahl
DATE:	5/25/2020

Opportunities or Threats

Forces or environmental factors external to ASCLS that create the potential for positive outcomes (Opportunities) or negative outcomes (Threats) for ASCLS, laboratory professionals, or the healthcare system.

There is an opportunity for the laboratory community to come together and develop standardized nomenclature for how we refer to the profession and the practitioners in the profession. This will benefit the laboratory community who struggles with the variety of professional names and will also benefit the general public that is often confused by the variety of terminology in use.

Activities Since the Last Report

The task force continued the work with review of the following papers, however due to the Caronavirus pandemic, the task force has had limited connections and did not complete the review of all papers.

- Point of Care Testing
- Response to an Expanding Geriatric Population

Items of Celebration or Concern

These items can be positive or negative issues that are not strategic threats or opportunities, activities of the group, or specific requests for action.

Many thanks to the task force team members who have put great concern and passion for this effort, seeing the great need for updated documents for our members:

- Jeremy Angell
- Susan Beck
- Lisa Cremeans
- Lezlee Koch
- Elizabeth LeFors
- Gerardo Ramos
- Gilma Roncancio-Weemer
- Deb Rodahl, Chair
- Cindy Johnson, BOD Liaison
- Jim Flanigan, Staff

Request for Action

1. I move that the ASCLS Board of Directors appoint a task force to update the Point of Care Position Paper.

Be it noted that significant changes have occurred in the Point of Care industry since this paper was adopted. This task force will provide the newly appointed task force the framework as well as our comments/considerations for the review.

2. I move that the ASCLS Board of Directors extend the appointment of this task for the 2020-2021 year to continue the work in progress.

ASCLS EMERGING MANAGERS CONFERENCE-CONCEPT

VIRTUAL – NOVEMBER 2-4, 2020

The most recent ASCP vacancy survey showed that nearly 1/3 of managers in the core lab planned to retire in the next five years. For some areas like hematology and microbiology, that percentage is higher. As an entire generation of laboratory professionals leave the workforce, younger, less experienced laboratory professionals are being pressed into service in management positions they didn't train for. A need exists to prepare these professionals to take on new roles.

ALIGNMENT WITH STRATEGIC FRAMEWORK

Community: Currently there are no programs specifically for laboratory professional to help them transition into management. "ASCLS is a community that supports current and future laboratory professionals as they advance in the profession..."

Knowledge: "ASCLS instills in laboratory professionals the skills to lead/take management/leadership positions within and outside the laboratory and prepares laboratory professionals to understand and speak the languages of quality with other professionals with whom they interface (nursing, pharmacy, and medicine)."

PRICING

Virtual conference pricing will need to be affordable. \$195 for two days for members and \$295 for non-members is a logical starting point. This price will include two days of programming, networking and social events, and access to the attendee's community, and up to 20 hours of P.A.C.E. credit. Our current set of technology tools would allow for a small mentorship match program for just conference attendees. A recorded version of each session will be offered individually at \$20 each for members and \$30 for non-members, which is double the normal rate for single, hour-long sessions.

BUDGET

The proposed budget for this conference shows a modest profit for direct revenue and expenses. Because we have no experience with a management conference, the attached budget projections provide both a high and low estimate of attendance and revenue. Of note, a significant investment is envisioned in honoraria to attract a desirable mix of speakers who may be challenging to engage. We would employ a similar honoraria policy as JAM and CLEC for most speakers.

VOLUNTEER GUIDANCE

A conference like this will require volunteer leadership for a steering committee. Initially, an Ad Hoc Steering Committee will be selected to get the conference off the ground. An initial invitation will need to be made to targeted groups who will participate in invitation-only conference calls to share details of the event and secure support from current managers and directors who could serve in some role, ranging from steering committee leadership to speaker.

LOGISTICS

ASCLS already has the technology in place to run this virtual program with little to no additional investment. Our Path Learning Management System will serve as the digital hub. It will also house recorded/streaming versions of sessions. Simultaneously, we will be able to offer single, recorded sessions in the same platform. Since Path is integrated with our Higher Logic Connect Community, when participants register, they will be automatically entered as an attendee-only community for online networking.

The Eventsential meeting app, which is used for CLEC, will be deployed as a tool for this conference at no additional cost.

Before the event, we anticipate ASCLS will have implemented new mentoring and mini-site content management systems integrated with our Higher Logic Connect Community and will explore using these modules in the execution of the event.

SAMPLE SCHEDULE

All Times Eastern Standard Time) See Attached

Tuesday November 2, 2020

Preconference Workshops

Wednesday November 3, 2020

10:00 am: Welcome and Opening General Session

11:30 am – 7:00 pm: Concurrent Sessions, Posters

Hour Breaks: 12:30 pm and 3:45 pm include commercial symposia, networking, and social activities

Thursday November 4, 2020

10:00 am – 6:00 pm: Concurrent Sessions, Posters, Networking Opportunities

Breaks: 12:15 pm (1:15 long) and 3:45 pm (1 hour long) include networking and social activities

6:00 pm – 7:00 pm: Closing Keynote Session

INDUSTRY SUPPORT

We anticipate utilizing the virtual JAM model for industry engagement but reduce price in line with the smaller anticipated audience. Initially, a small amount of industry support is anticipated, but if the conference grows, given the audience, industry support should grow at a faster rate than registration revenue. There is an opportunity to offer enhanced career counseling and recruitment activities.

CONFERENCE POSITIONING

Currently ASCP has an online Lab Management University Certificate of Completion Program that has a 25-hour Fundamentals certificate and then a 10 hour Advance certificate. ASCP offer the course online via asynchronous learning and under license to employers for blended learning.

CLMA would seem a natural purveyor of a program like this, but it does not appear any such program exists within the organization. CLMA has focused on serving established managers and directors.

The conference will have a visual identification system (brand) that aligns with existing ASCLS brands, including that of the parent. The EMC brand will need to align with CLEC and JAM as live events serving different audiences. It will also need to closely align with the envisioned Laboratory Managers Institute that would provide virtual asynchronous learning options similar to the Laboratory Leaders Institute and the Laboratory Educators Institute.

Naming convention. Virtual conference is more powerful, is goes on beyond the conference itself. like it's squared. EMC² could be the name.

CONFERENCE CONTENT

Compared to JAM, greater use of plenary sessions would be considered with workshops that extend the learning form the plenary session. Rather than open the first day and close the last day with keynote speakers alone, consideration should be given to multiple plenary sessions each day.

Given the popularity of Preconference workshops (2-3 hours) in depth workshops on specific topics could be offered at an additional cost on the day prior to the conference start.

Deliberate social events for networking, which is a major source of value at conference like this, will be planned and a package of materials for the meeting will be shipped to pre-registrants similar to what was done with JAM-Packs.

POTENTIAL CONTENT CATEGORIES

Personnel Management	Financial Management
<ul style="list-style-type: none">• Licensure and Certification• Supervising-providing feedback, coaching, dealing with difficult employees, motivating, setting expectations (job descriptions).• Delegation• Unions• Training• Temps and Travelers• Application of Emotional Intelligence• Culture and Ethics	<ul style="list-style-type: none">• Sales Strategies/Outreach Laboratories• Budget Preparation• Test utilization management• Laboratory Reimbursement<ul style="list-style-type: none">○ Medicare/Medicaid○ Private Insurers○ Coding and Billing
Operations	Informatics
<ul style="list-style-type: none">• Equipment specification and purchasing• Effective Meetings• Planning and Project Management• Quality Improvement, LEAN, Six Sigma• Laboratory Safety	<ul style="list-style-type: none">• Laboratory Information Systems• Integration with EHRs• Analytics• Automation
	Compliance
	<ul style="list-style-type: none">• Accreditation, Inspections, and Regulation• Competency Assessment• QMS, QA/QC and SOPs

Leadership will be an overall theme, but not a specific content area. ASCLS has other modes for teaching leadership specifically.

Initially, submitted posters would be an option, but eventually, it could be replaced with a management case study competition.

It would make some sense to find a way to integrate the EMC with the Laboratory Management Institute, whether a learner takes online courses independently and then is awarded a certificate for participation in the conference as completing a set of requirements. Or, content recorded at the EMC each year may serve as supplemental material for the online LMI.

Addendum 1 - Emerging Managers Virtual Conference 2020

Budget Projections

	ASSUMPTIONS		Total Full Reg	High	250 Low		150
	FY2020 Virtual V1	FY2020 Virtual V2	Early	Late	Early Rate	Late Rate	Revenue
Annual Meeting							
Revenue	Low	High					
Registrations	37,000	60,000					
Exhibits	10,000	70,000					
Sponsors	5,000	60,000					
Industry Total	15,000	20,000					
Sales	500	500					
Total Revenue	52,500	80,500					
Expenses							
Corporate Insurance	500	500					
Office Supplies	1,500	1,500					
Postage and Freight	500	500					
Meetings Management	0	0					
Registration Charges	1,000	1,000					
Honoraria	10,000	10,000					
Attendee Pack	3150	4,650					
Outside Services	5,000	5,000					
Advertising	1,000	1,000					
Printing and Production	10,000	10,000					
Design Charges	3,000	3,000					
Food and Beverage	0	0					
Audio Visual Charges	3,000	3,000					
Awards, Ribbons and Badges	750	750					
Total Expenses	39,400	40,900					
Net (Loss) Income	13,100	39,600					
			Attendance High				
			Member	168.75	56.25	\$195	\$245
			Non Member	22.5	2.5	\$325	\$375
			Comps				
			Speaker	39		\$20	
			Discounts				
			Committee	10		\$45	
			Speakers	25		\$45	
			Poster and Sptlight	25		\$100	
			Total High Revenue				
			Attendance Low				
			Member	101.25	33.75	\$195	\$245
			Non Member	13.5	1.5	\$325	\$375
			Comps				
			Speaker	4			
			Discounts				
			Speaker	10		\$45	
			Committee	25		\$45	
			Poster and Sptlight	25		\$100	
			Total Low Revenue				

Wednesday November 3, 2020	11 CE		Webinar Room 1	Webinar Room 2
10:00 am - 11:15 am 7am PT	Welcome & Opening Keynote	Session 1	Welcome & OPENING KEYNOTE	
11:15 - 11:30	Break			
11:30 - 12:30	Scientific Session	Sessions 2-3		
12:30 - 1:30 9:30 PT	Extended Break		Commercial Symposia and Posters/Case Study Competition	
1:30 - 2:30	Scientific Session	Sessions 4-5		
2:30 - 2:45	Break			
2:45 - 3:45	Scientific Session	Sessions 6-7		
3:45 - 4:45 12:45 PT	Extended Break			
4:45 - 5:45	Scientific Session	Sessions 8-9		
5:45 - 6pm	Break			
6pm - 7pm 3 PT	Scientific Session	Sessions 10-11		
Thursday November 4, 2020	11 CE		Webinar Room 1	Webinar Room 2
10am - 11am 7am PT	Scientific Session	Sessions 12-13		
11:00 - 11:15	Break			
11:15 - 12:15	Scientific Session	Sessions 14-15		
12:15 - 1:30 9:15 PT	Extended Break			
1:30 - 2:30	Scientific Session	Sessions 16-17		
2:30 - 2:45	Break			
2:45 - 3:45	Scientific Session	Session 18-19		
3:45 - 4:45 1:00 PT	Extended Break			
4:45 - 5:45	Scientific Session	Session 20-21		
5:45 - 6pm	Break			
6pm - 7pm	Closing Keynote	Session 22	CLOSING KEYNOTE	

ASCLS Today Editor

Position Description (May 2020)

Responsible and Reports to: ASCLS Board of Directors

Purpose: The *ASCLS Today* Editor shapes, solicits, and curates content for the newsletter based on the professional needs of ASCLS members. The goal is to develop, identify, and publish articles about current and emerging trends and practices in the profession that will support the publication's goals centered around building community while also supporting ASCLS members in their work. Content for the newsletter will relate to issue themes, developed with the ASCLS Marketing and Communications Committee, that reinforce the ASCLS Strategic Pillars and address member needs and interests.

Term of Office: The term of office for the Editor is the calendar/volume year. The Editor of the newsletter is recommended annually by the President-Elect as Chair of the Appointments Committee with approval of the Board. The Editor may be reappointed without term limits.

Qualifications: The appointee should be a member of the Society, have published articles, be known to complete projects within established deadlines, and be able to communicate effectively.

Responsibilities:

1. Develop a schedule of content for the newsletter for the year.
2. Communicate with groups, such as the Board of Directors and chairs of ASCLS Committees, Forums, Scientific Assemblies, and the Diversity Advocacy Council, to establish the most appropriate schedule for each group to contribute articles.
3. Communicate with assigned authors to achieve deadlines for articles and provide guidance as needed.
4. Suggest new ideas for columns/articles that will enhance the usefulness of the newsletter to members.
5. Forward any article submission to the *Clinical Laboratory Science (CLS)* Journal Editor for review, if submission appears more suitable for *CLS*.
6. Consult with ASCLS staff on article submissions that contain commercial components or sensitive topics.
5. Receive all submitted articles.
6. Review articles for content, accuracy, and relevance.
7. Submit reviewed articles to the Director of Marketing and Communications.

SOPs - ARTICLE XIII -- PUBLICATION(S)

A. Name

The name(s) of the official publication(s) of the Society is (are) to be determined by the Board of Directors of the Society.

B. Editor(s) in Chief

1. Selection.

b. Newsletter

The President-Elect of ASCLS appoints the editor of the newsletter, with Board approval

2. Term of Appointment.

b. Newsletter

1) The term of office for an Editor begins with the September issue in each calendar year and ends with the August issue of the following calendar year.

2) The appointed Editor may be reappointed. There are no term limits.

C. Qualifications

The following guidelines are to be used in the selection process of the appointee.

2. Newsletter

a. Be a member of the Society

b. Have published articles

c. Be known to complete projects within established deadlines;

d. Be able to communicate effectively.