Minutes of Meeting

# Meeting Information

|  |  |
| --- | --- |
| SUBJECT: | 11th Internal Meeting |
| Date: | 3rd January 2017 |
| Time: | 10:00AM-2:30PM |
| Venue: | SMU Lab |
| Attendees: | Teh Kaixin (KX), Nabilah Banu (NAB), Chien Shu Yan (SY), Sean Kwok (SK), Nicole Goh (NIC) |
| ABSENT WITH APOLOGIES: |  |

# Meeting Records

| No | ITEM | REQUESTED  /REPORTED BY | Action BY |
| --- | --- | --- | --- |
| **1.** | Dashboard: Top 3 Doctors or Top 3 Specialty?  To change:  Nic: Infant (Age group)  Nic: Include filtering of screenings on View Screenings Page  Meetings  Fri – meeting at 10am , SY leave at 1130  Sun - 10am - latest 530/ before dinner time  Mon - 10 am till complete and ready for testing on tues  Tues 10 am prepare for UT 2 | TEAM | NIC  INFO |
| **2.** | The meeting ended at 2:30pm. | Team | INFO |

The meeting was adjourned at 2:30pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Recorded/ Updated by: Teh Kaixin

Reviewed/Edited by: Nabilah Banu

Date: 3rd January 2017