

Document History:

Title: Transport of Blood, Blood Components and Plasma Protein Products (Within a Facility)

Site(s): All Shared Health TM Sites

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Approved by: Signature:	Dr. C. Musuka 	Date:	08-JAN-2019
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Details of Recent Revision

- 2.5, 6.1 – changed 30 minutes to 60 minutes to reflect extended out of controlled storage as per CSTM/CSA
- Updated Trace Line to eTraceLine throughout

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Transport of Blood, Blood Components and Plasma Protein Products (Within a Facility)

1.0 Principle

To provide guidelines for transport of blood, blood components and plasma protein products (PPPs) from the blood bank/lab to an authorized staff member at the patient's location or to a controlled satellite blood bank refrigerator

2.0 Scope and Related Policies

- 2.1 Facility must have policies in place which clearly define individuals who may transport blood, blood components or PPPs from the blood bank/lab and transport them to the patient's location.
- 2.2 Documentation of appropriate training for the handling and transportation of blood, blood components or PPPs must be in place and maintained.
- 2.3 The Transporter must sign in the appropriate column in the Issue/Transfusion Record (appropriate blood bank log) for each issued blood, blood component or PPP requiring transport:
 - For eTraceLine sites, at time of issue the Transporter must sign Request for Release/Packing Slip as per facility policy
- 2.4 Blood, blood components or PPPs must be transported to the patient's location immediately.
- 2.5 Blood, blood components or PPPs must be returned to the blood bank/ lab within 60 minutes of issue if the decision is made not to transfuse/infuse.

3.0 Materials

Appropriate blood bank log
Applicable facility patient request/ patient information form/Request for Release form/Packing slip
BTS/CBS Patient Report
Record of Transfusion (ROT) - Only with "eTraceLine" LIS issued Blood and Blood Components
Protective covering is recommended

4.0 Procedure

- 4.1 Ordering ward shall contact transporter personnel (facility specific) either verbally or electronically.
Note: *In some facilities the Issuer and the Transporter may be the same individual*
- 4.2 **Physical Transport:** manual transport of blood, blood components or PPPs by hand
The Transporter will:
 - 4.2.1 Respond to the request on a priority basis as per established facility policies and procedures.
 - 4.2.2 If the Transporter is also the Issuer then follow INV Procedure- *Issuing of Blood, Blood Components and Derivatives. Handling Returned Issued Product within a Facility, 160-INV-14:*
 - For eTraceLine sites follow eTraceLine Procedures: *Issuing of Blood and Blood Components in Trace Line to Patients: Within a Facility/ To an External Facility, 160-TL-06, and Issuing of Derivatives in Trace Line to Patients within a facility, 160-TL-07*
 - 4.2.3 Sign in the appropriate column in the appropriate blood bank log for the blood, blood components or PPPs:
 - For eTraceLine sites at time of issue, the Transporter must sign Request for Release/Packing Slip as per facility policy

4.2.4 Transport the blood, blood components or PPPs and relevant documentation to the patient's location immediately:

- Protective covering for blood, blood components or PPPs is recommended (e.g., a plastic or zip-lock bag)

4.2.5 Hand the blood, blood components or PPPs directly to an authorized staff member at the patient's location.

Note: *Blood, blood components or PPPs must not be left without the acknowledgement of the staff at the patient's location.*

4.3 Pneumatic Tube: transportation of blood, blood components or PPPs using pneumatic tube system

The blood bank/lab staff will:

4.3.1 Receive patient information and request for blood, blood components or PPPs from the transfusion/infusion location.

4.3.2 Issue blood, blood components or PPPs as described in INV Procedure- *Issuing of Blood, Blood Components and Derivatives. Handling Returned Issued Product within a Facility, 160-INV-14:*

- For eTraceLine sites follow eTraceLine Procedures: *Issuing of Blood and Blood Components in Trace Line to Patients Within a Facility/ To an External Facility, 160-TL-06, and Issuing of Derivatives in Trace Line to Patients within a facility, 160-TL-07*

4.3.3 Pack blood, blood components or PPPs in the pneumatic tube as per system specifications.

5.0 Reporting

Document on appropriate record, as per established facility policies and procedures, the identity of the Transporter, as applicable.

6.0 Procedural Notes

6.1 Blood, blood components or PPPs for transfusion/infusion must be:

- Initiated, or
- Stored in a controlled satellite blood bank refrigerator, or
- Returned to the blood bank/lab within 60 minutes.