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Storing and Disposing of Patient Samples Blood Bank - Dearborn

Document Type: Procedure

I. PURPOSE AND OBJECTIVE:

This document will provide blood bank staff with instructions for storing and disposing of patient samples.

II. PRINCIPLE:

A. Retaining the patient's sample allows for additional testing to be performed if requested or in the event that a transfusion reaction occurs.

III. POLICY:

A. Samples placed in storage racks should be first be accessioned and if applicable tested.

B. Mislabeled patient samples must be documented in the in the Blood Bank Variance Log and entered into on-line RL Solutions Patients Safety Incident Reporting.

C. Sample racks are retained in storage for the minimum retention time as defined by table below.

IV. SUPPLIES:

A. 6 X 12 Storage Racks

B. Labels

C. Protective Gloves

D. Biohazard waste bags/bin

V. PROCEDURE:

A. Sample Storage and Racks

1. Samples will be stored in predefined racks and locations for a minimum retention time based on the following table:

Sample Description	Storage Period	Storage Rack	Location

Current/Active Type and Screen samples	2 days	Daily Patient Sample Racks	Refrigerator #5
Type and Screen samples older than two days	Minimum 26 days from sample draw date	Daily Patient Sample Racks	Refrigerator #4 Left Side
Post-Partum RhIG samples	Minimum 30 days	Dated _/_ - _/_	Refrigerator #4 Right Side
Outpatient/ Outreach samples	Minimum 30 days	Dated _/_ - _/_	Refrigerator #3
Rejected samples	Minimum 30 days	Dated _/_ - _/_	Refrigerator #3
A frozen aliquot for parallel antibody titration testing	Until the parallel titration testing is completed or a maximum 1 calendar year	Frozen Aliquot Rack	FFP Freezer
Ordered Cords	Minimum 30 days	Dated _/_ - _/_	Refrigerator #4 Right Side
Unordered Cords	Minimum 30 days	Dated _/_ - _/_	Refrigerator #4 Right Side
Unit Segments	Minimum 28 weeks	Segments collected for week (Mon-Sun) in biohazard bag and stored in four yellow bins with 7 weeks in each bin.	Refrigerator #4 Right Side

Note: The patient sample racks for the current day is kept at room temperature. At midnight on the day of collection, this rack is placed in refrigerator.

2. Samples are stored in the row that matches the last digit of the patient's medical record number (MRN).

B. Sample Disposal

1. Sample racks are removed from storage after the defined minimum retention outlined in table above.

2. Specimens are disposed of in a biohazard bin.

Attachments

No Attachments

Approval Signatures

Step Description	Approver	Date
	Jeremy Powers: Chief, Pathology	10/25/2021
Policy and Forms Steering Committe (if needed)	Kelly Sartor: Supv, Laboratory	10/12/2021
Policy and Forms Steering Committe (if needed)	Gail Juleff: Project Mgr Policy	10/12/2021
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