

Status

Scheduled

PolicyStat ID

11706256

Beaumont

Origination 6/7/2022
Last Approved 5/23/2022
Effective 6/7/2022
Last Revised 5/23/2022
Next Review 5/22/2024

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Digital Timer Check - Blood Bank

Document Type: Procedure

I. PURPOSE AND OBJECTIVE:

This document provides direction to verify that the digital timers used in the Blood Bank operate consistently and accurately. The United States Naval Observatory Master Clock Time will be used as a reference.

II. SCOPE:

The digital timer check is performed on each of the Blood Bank Digital Timers.

III. POLICIES:

- A. Digital timers will be checked prior to placement into service and bi-annually thereafter.
- B. A digital timer that has been checked as described in this document must be used when performing any timed Blood Bank test.

IV. EQUIPMENT:

- A. PC with Internet capabilities
- B. Digital timers

V. PROCEDURE:

- A. Log onto the official National Institute for Standards and Technology (NIST) US time website www.time.gov.
- B. Simultaneously set the digital timer to 15 minutes 0 seconds, and observe the Eastern Daylight

- Time (EDT) from the website (hours : minutes : seconds).
- C. Record this start time (from the website) on the attached *Digital Timer Check Form*.
 - D. Verify that the timer audibly alarms after 15 minutes, then observe the Eastern Daylight Time from the website.
 - E. Record this stop time on the form (hours : minutes : seconds).
 - F. Determine the elapsed time from the website, from the instant the timer is set until it alarms (minutes : seconds).
 - G. Record the elapsed time on the form.
 - H. Determine whether the digital timer check is satisfactory (results within ± 10 sec) as described in the Interpretation section.
 1. If the digital timer check is unsatisfactory, repeat the digital timer check.
 2. If the digital timer check is unsatisfactory after repeat testing, discard the timer and submit a variance report.
 - I. Submit the completed form to the Supervisor or Lead Medical Technologist for review.

VI. INTERPRETATION:

Elapsed Time (From the instant the timer is set until it alarms)	Does Alarm Sound on Timer at 15 Minutes?	Interpretation of Digital Timer Check
14 minutes 50 seconds to 15 minutes 10 seconds	Yes	Satisfactory
Less than 14 minutes 50 seconds or more than 15 minutes 10 seconds	No	Unsatisfactory

VII. REFERENCES:

1. AABB *Technical Manual*, current edition.
2. AABB *Standards for Blood Banks and Transfusion Services*, current edition.
3. College of American Pathologists, *Transfusion Medicine Checklist*, current edition.

Attachments

[Digital Timer Check Form](#)

Approval Signatures

Step Description	Approver	Date
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