

SafeTraceTX 4.6 Product Issue Training

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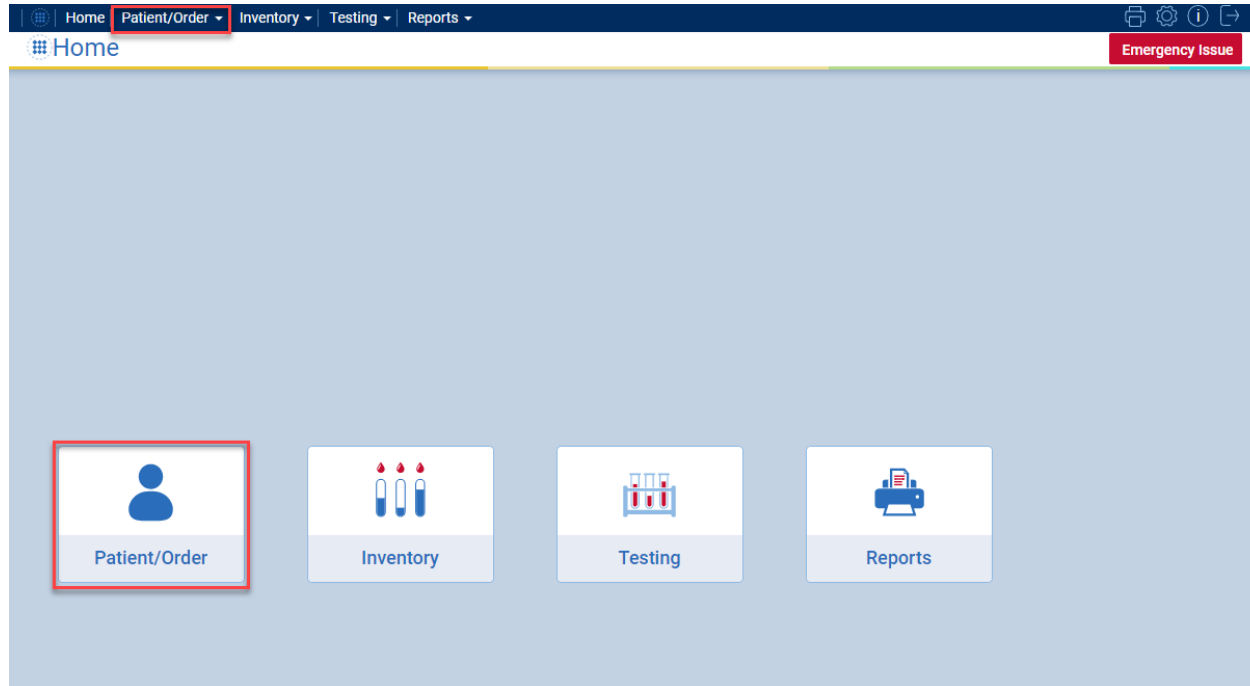
Objective

- Provide instruction on how to properly issue blood products within the Blood Bank Information System (SafeTraceTX v.4.6)

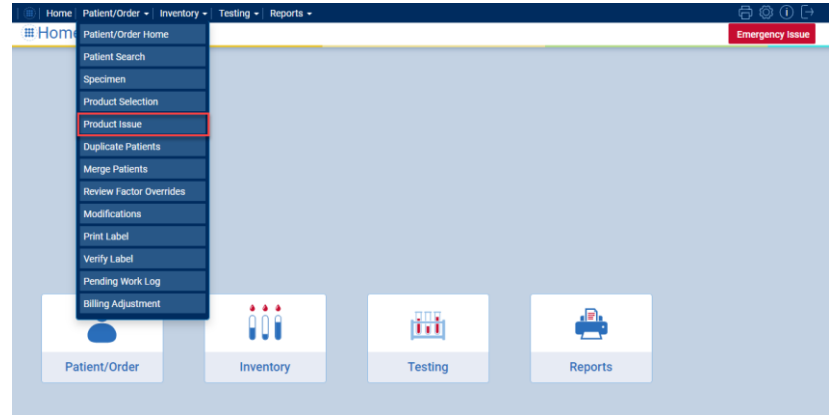
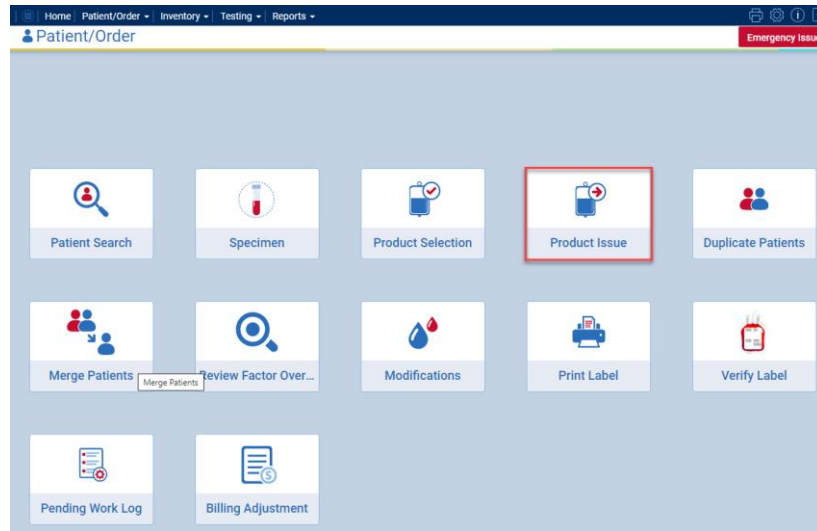
Related SOPs

- Issue Blood and Blood Component from the Blood Bank (Reference # 6475)
- SafeTrace (Blood Bank) Application (Reference # 22328)

Go to Patient/Order Module



Select “Product Issue”



Enter Patient MRN and Search

Home | Patient/Order | Inventory | Testing | Reports

Product Issue/Select Patient Emergency Issue

Search Information Advanced Search

MRN	Patient ID	Last Name	First Name	Middle Name	Search
18880215					
Date of Birth	Specimen ID	Gender	Status	Order ID	Enterprise ID

Search using the parameters above; results are displayed here.

*****Use the information provided on the pick-up slip*****

Select Current, Active Status Patient

Home Patient/Order Inventory Testing Reports

Product Issue/Select Patient Emergency Issue

Search Information Advanced Search

MRN: 18880215 Patient ID: [] Last Name: [] First Name: [] Middle Name: [] Search

Date of Birth: [] Specimen ID: [] Gender: [] Status: [] Order ID: [] Enterprise ID: []

Patients Found: 1

MRN	Service Provider ID	Patient ID	Last Name	First Name	Middle Name	C/P	DOB	M/F	Status	
18880215	SHBW	457696	krygsman	mel		Current	02/18/2015	F	Active	Select

1

Scan Component Information (Unit Number and Product Code)

Home | Patient/Order | Inventory | Testing | Reports | Emergency Issue

Product Issue/Select Items

Patient Information More Details

MRN: 18880215 | Patient ID: 457696 | Last Name: krygsmann | First Name: mel | Middle Name: | Date of Birth: 02/18/2015

special rqmts | notes | btrx | A/D/R | **ABY** | **O Neg** No EXM | 03/03/2023 - 11:59PM | labs | **ISSUED** | **HISTORY**

Components Derivatives Details Print Product ID Tag Selected 0

Scan or Enter

Unit No W1206 22 013096 F	Product Code E0336V00	ABO/Rh O Neg	Expiration Date & Time 12/31/2023 - 11:59pm	Yield 0.00 x 10⁰
Product Red Blood Cells				Volume 300

Visual Inspection

Components

Unit No	Product Code	Product	ABO/Rh	Expiration Date & Time	ST/ET
No Products Selected					

Cancel Issue Details

Scan PTag Barcode

Home Patient/Order Inventory Testing Reports

Product Issue/Select Items Emergency Issue

Patient Information More Details

MRN	Patient ID	Last Name	First Name	Middle Name	Date of Birth
18880215	457696	krygsmann	mel		02/18/2015

special rqmts notes txrx A/D/R ABY O Neg No EXM 03/03/2023 - 11:59PM labs ISSUED HISTORY

Components Derivatives Details Print Product ID Tag Selected 0

Scan or Enter Clear Product ID Tag * 183997 Manual Input

Unit No	Product Code	ABO/Rh	Expiration Date & Time	Yield
W1206 22 013096 F	E0336V00	O Neg	12/31/2023 - 11:59pm	0.00 x 10 ⁰
Product				Volume
Red Blood Cells				300

Visual Inspection * ACCEPT

Components

Unit No	Product Code	Product	ABO/Rh	Expiration Date & Time	ST/ET
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No Products Selected

1

Cancel Issue Details

Check “Visual Inspection” and Click Accept

Home Patient/Order Inventory Testing Reports

Product Issue/Select Items Emergency Issue

Patient Information More Details

MRN	Patient ID	Last Name	First Name	Middle Name	Date of Birth
18880215	457696	krygsmann	mel		02/18/2015

special rqmts notes txrx A/D/R ABY O Neg No EXM 03/03/2023 - 11:59PM labs ISSUED HISTORY

Components Derivatives Details Print Product ID Tag Selected 0

Scan or Enter Clear Product ID Tag * 183997 Manual Input

Unit No	Product Code	ABO/Rh	Expiration Date & Time	Yield
W1206 22 013096 F	E0336V00	O Neg	12/31/2023 - 11:59pm	0.00 x 10 ⁰
Product				Volume
Red Blood Cells				300

Visual Inspection * **ACCEPT**

Components

Unit No	Product Code	Product	ABO/Rh	Expiration Date & Time	ST/ET
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No Products Selected

1

Cancel Issue Details

Accepted Components will Drop into Components Grid

Home Patient/Order Inventory Testing Reports

Product Issue/Select Items Emergency Issue

Patient Information More Details

MRN: 18880215 Patient ID: 457696 Last Name: krygsman First Name: mel Middle Name: Date of Birth: 02/18/2015

special rqmts notes txrx A/D/R **ABY** O Neg No EXM 02/02/2023 - 11:59PM labs ISSUED HISTORY

Components Print Product ID Tag Selected 1

Scan or Enter Clear Product ID Tag * Manual Input

Unit No Product Code ABO/Rh Expiration Date & Time Yield

Product Volume

Visual Inspection * ACCEPT

Unit No	Product Code	Product	ABO/Rh	Expiration Date & Time	ST/ET	
W1206 22 013096 F	E0336V00	Red Blood Cells	O-	12/31/2023 - 11:59pm	No	

Cancel Issue Details

Repeat for Each Component

- Scan Unit Number and Product Code
- Scan PTag Barcode
- Check “Visual Inspection” box and Click Accept

After components have been scanned, click Issue Details

Home | Patient/Order | Inventory | Testing | Reports | Emergency Issue

Product Issue/Select Items

Patient Information More Details

MRN: 18880215 | Patient ID: 457696 | Last Name: krygsmann | First Name: mel | Middle Name: | Date of Birth: 02/18/2015

special rxmnts | notes | txrx | A/D/R | ABY | O Neg No EXM | 03/03/2023 - 11:59PM | labs | ISSUED | HISTORY

Components Derivatives Details Print Product ID Tag Selected 1

Scan or Enter Product ID Tag *

Unit No | Product Code | ABO/Rh | Expiration Date & Time | Yield | Volume

Visual Inspection *





Unit No	Product Code	Product	ABO/Rh	Expiration Date & Time	ST/ET	
W1206 22 013096 F	E0336V00	Red Blood Cells	O-	12/31/2023 - 11:59pm	No	<input type="button" value="Delete"/>

1


Ensure that ALL components being issued are in the Components grid prior to moving into Issue Details

Fill in Required Fields (including Sublocation and Container, if applicable)

Home | Patient/Order ▾ | Inventory ▾ | Testing ▾ | Reports ▾


Product Issue/Issue Details
Emergency Issue

Patient Information More Details ▾ 

MRN	Patient ID	Last Name	First Name	Middle Name	Date of Birth
18880215	457696	krygsman	mel		02/18/2015

special rqmts
notes
trx
A/D/R
ABY
O Neg
No EXM
03/03/2023 - 11:59PM
labs
ISSUED
HISTORY

Components | Derivatives | **Details**
 Print Product ID Tag
Selected 1

Location * Butterworth ▾	Sublocation 2C ▾	Service Provider SHBW	Account Number 02151888
Issue Date & Time * 02/28/2023 - 2:22pm 	Released To * rn <small>MAX</small>	Container ▾	

Cancel
Issue

Click Issue

Home | Patient/Order | Inventory | Testing | Reports

Product Issue/Issue Details Emergency Issue

Patient Information More Details

MRN	Patient ID	Last Name	First Name	Middle Name	Date of Birth
18880215	457696	krygsman	mel		02/18/2015

special rqmts | notes | txrx | A/D/R | ABY | O Neg | No EXM | 03/03/2023 - 11:59PM | labs | ISSUED | HISTORY

Components | Derivatives | Details Print Product ID Tag Selected 1

Location *	Sublocation	Service Provider	Account Number
Butterworth	2C	SHBW	02151888
Issue Date & Time *	Released To *	Container	
02/28/2023 - 2:22pm	rn		

Cancel Issue

If Prohibiting Factors Exist, review each one by clicking the hyperlink

Home | Patient/Order | Inventory | Testing | Reports

Product Issue/Issue Details Emergency Issue

Patient Information More Details

MRN	Patient ID	Last Name	First Name	Middle Name	Date of Birth
18880215	457696	krygsman	mel		02/18/2015

special rqmts | notes | txrx | A/D/R | ABY | O Neg | No EXM | 03/03/2023 - 11:59PM | labs | ISSUED | HISTORY

Prohibiting Factor

MRN	Patient ID	Last Name	First Name	Middle Name	Date of Birth
18880215	457696	krygsman	mel		02/18/2015

special rqmts | notes | txrx | A/D/R | ABY | O Neg | No EXM | 03/03/2023 - 11:59PM | labs | ISSUED | HISTORY

Unit No	Product Code	Product	ABO/Rh	Expiration Date & Time
W1206 22 013096 F	E0336V00	Red Blood Cells	O-	12/31/2023 - 11:59pm

Factors Override

Reasons	Override Level	User ID	Comments	
Required product blood attribute unknown	Supervisor	mel15405	XM COMPATIBLE	<input type="checkbox"/>

Cancel Ok

Important to Note:
Unit number and product code will display for each unit that is affected by a prohibiting factor. There may be multiple pop-ups if multiple units have a factor.



Example: VS antigen type on product is unknown

Home Patient/Order Inventory Testing Reports

Product Issue/Issue Details

Emergency Issue

Patient Information More Details

MRN	Patient ID	Last Name	First Name	Middle Name	Date of Birth
18880215	457696	krygsman	mel		02/18/2015

special rqmts notes txrx A/D/R ABY O Neg No EXM 03/03/2023 - 11:59PM labs ISSUED HISTORY

Print Product ID Tag Selected

Prohibiting Factor

Required product blood attribute unknown

Reason	Reason value
Blood Attribute Code	VS

Cancel Ok

Perform Override if not completed and deemed appropriate and Click Ok after Reviewing

Home Patient/Order Inventory Testing Reports

Product Issue/Issue Details Emergency Issue

Patient Information More Details

MRN	Patient ID	Last Name	First Name	Middle Name	Date of Birth
18880215	457696	krygsman	mel		02/18/2015

special rqmts notes txrx A/D/R ABY O Neg No EXM 03/03/2023 - 11:59PM labs ISSUED HISTORY

Print Product ID Tag Selected

Prohibiting Factor

MRN	Patient ID	Last Name	First Name	Middle Name	Date of Birth
18880215	457696	krygsman	mel		02/18/2015

special rqmts notes txrx A/D/R ABY O Neg No EXM 03/03/2023 - 11:59PM labs ISSUED HISTORY

Unit No	Product Code	Product	ABO/Rh	Expiration Date & Time
W1206 22 013096 F	E0336V00	Red Blood Cells	O-	12/31/2023 - 11:59pm

Factors Override

Reasons	Override Level	User ID	Comments	
<u>Required product blood attribute unknown</u>	Supervisor	mel15405	XM COMPATIBLE	<input type="checkbox"/>

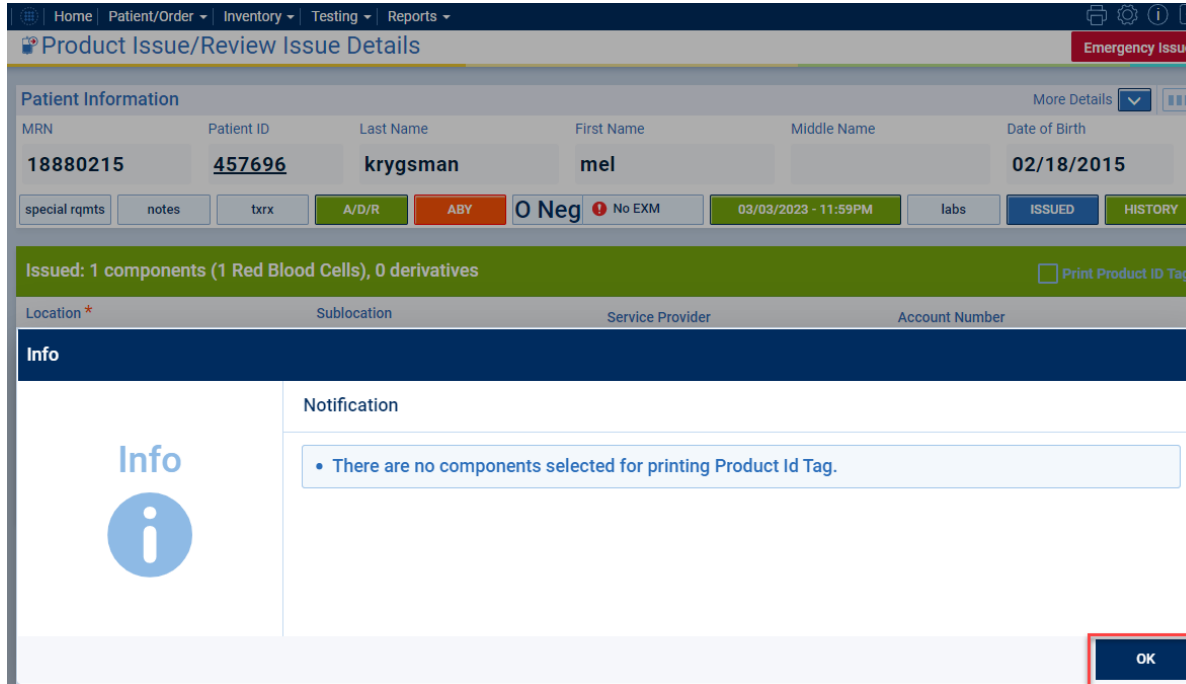
Cancel Ok

Repeat for Each Component

- Click Hyperlink for each Prohibiting Factor and review the details for the prohibiting factor
- If override not previously performed and it is deemed appropriate to override, perform override and document in the comment why the override was performed
- Click “Ok”
- **ALWAYS click on the hyperlink of the factor to review the reason for the prohibiting factor. The system is designed to indicate the reasoning why.**
- **If you do not understand the reason for the prohibiting factor, reach out to another tech or lead for consultation prior to completing the product issue process.**

Additional Pop-ups

Additional Pop-ups may display. Be sure to review each one to have an understanding of what may be occurring.



The screenshot shows a web application interface for "Product Issue/Review Issue Details". At the top, there is a navigation bar with "Home", "Patient/Order", "Inventory", "Testing", and "Reports". A red "Emergency Issue" button is in the top right. Below the navigation is a "Patient Information" section with fields for MRN (18880215), Patient ID (457696), Last Name (krygsman), First Name (mel), Middle Name, and Date of Birth (02/18/2015). There are also buttons for "special rqmts", "notes", "trx", "A/D/R", "ABY", "O Neg", "No EXM", "03/03/2023 - 11:59PM", "labs", "ISSUED", and "HISTORY". A green bar indicates "Issued: 1 components (1 Red Blood Cells), 0 derivatives" with a "Print Product ID Tag" checkbox. Below this is a table with columns "Location*", "Sublocation", "Service Provider", and "Account Number". An "Info" pop-up is displayed, featuring a blue "Info" icon and a "Notification" section with a message: "There are no components selected for printing Product Id Tag." An "OK" button is highlighted with a red box at the bottom right of the pop-up.

A common pop-up is this notification concerning PTags that were not selected for printing.

Green Banner will Show Successful Product Issue

Home Patient/Order Inventory Testing Reports

Product Issue/Review Issue Details Emergency Issue

Patient Information More Details

MRN	Patient ID	Last Name	First Name	Middle Name	Date of Birth
18880215	<u>457696</u>	krygsman	mel		02/18/2015

special rqmts notes txrx **A/D/R** **ABY** **O Neg** ! No EXM **03/03/2023 - 11:59PM** labs **ISSUED** **HISTORY**

Issued: 1 components (1 Red Blood Cells), 0 derivatives Print Product ID Tag

Location *	Sublocation	Service Provider	Account Number
Butterworth	2C	SHBW	02151888

Issue Date & Time *	Released To *	Container
02/28/2023 - 2:22pm	rn	

Print



Verify that the number of components and component types match what is being released prior to physically releasing product(s)