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| **Phlebotomy Standards**  |
| **Purpose** | This procedure provides instructions for PHLEBOTOMY STANDARDS. |
| **Scope** | This procedure applies to all staff that performs phlebotomy. |
| **Procedure** | Follow the activities in the table below for PHLEBOTOMY STANDARDS. |
|  | **Step** | **Action** | **Related Document** |
|  | 1 | **Preparation*** Validate orders in all areas:
1. Sunquest® function ORM
2. Future orders in Cerner
3. Paper orders on fil**e**
4. Paper orders on patient’s hand
* Check outpatient room for cleanliness
* Verify adequate supplies are available in the phlebotomy cart or draw room. Ensure special supplies, such as, ice, foil or specific tubes are available.
 | OPL Quality Bundles[LIS 1.2 Order Entry in Sunquest](https://starnet.childrenshc.org/References/labsop/is/sq/adt/lis-1.2-order-entry-in-sunquest.pdf) |
|  | 2 | **Patient interaction** * Introduce yourself, make eye contact, and state you are from the lab.
* Wash hands or use hand sanitizer in presence of patient and family according to Children’s policy.
* Identify patient using two identifiers.
* Make sure patient’s ID band is attached to patient’s extremity. Scan patient’s ID band and print labels.
* Interact with patient and family as appropriate.
* Answer questions about the procedure.
* Questions regarding why the patient is being drawn and results should be referred to the nurse or clinician.
* Explain what you are doing.
* Gather information for Children’s Comfort Promise while preparing to do the blood draw.
 | [SA 10.03 Hand Hygiene](http://khan.childrensmn.org/Manuals/Lab/SOP/Gen/Safety/SA/207672.pdf)[SCM 1.20 Patient Identification](https://starnet.childrenshc.org/References/labsop/gen/speccol/scm-1.20-patient-identification-specimen-collection.pdf) |
|  | 3 | **Incorporate Comfort Promise**Access Children’s Comfort Promise information on Star Net:<http://khan.childrensmn.org/departments-and-committees/no-needless-pain/> | [SCM 11.0.a1 Comfort Care](file:///C%3A/temp/SCM%201.11.a1%20Childrens%20Comfort%20Promise.doc) |
|  | 4 | **Perform the procedure*** Don gloves.
* See specific blood collection procedure.
* Look up any unfamiliar tests and verify necessary volumes, tube types and specific handling.
* Label specimens in presence of patient.
 | * [SCM 3.20 Capillary Specimen Collection](file:///C%3A/temp/SCM%203.20%20Capillary%20Specimen%20Collection%20REVISED.doc)
* [SCM 3.21 Capillary Blood Gas Collection](file:///C%3A/temp/SCM%203.21%20Capillary%20Blood%20Gas%20Collection%20REVISED.doc)
* [SCM 3.30 Venous Blood Collection](file:///C%3A/temp/SCM%203.30%20Venous%20Blood%20Collection%20REVISED.doc)
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|  | 5 | **Reinforce the positive:**Offer a sticker, prize and praise for what went well.* **Examples of praise:**

 ‘You sure did a good job!’ ‘You must be proud of yourself for holding so still!’ ‘You are so brave!’ |  |
|  | 6 | **Clean up*** Account for all supplies used.
* Check bed, table, floor for any sharps, gauze, bandages, alcohol wipes, caps, etc.
* Ensure all used supplies are disposed properly.
* Replace any soiled linens with clean.
* Straighten any items that may have been disturbed.
* Replace bed and crib rails, and isolette doors to original positions.
* Place unused labels in shred bin or send them to the main lab with the specimens; don’t leave unused labels on trays or in draw rooms.
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| **Procedure Notes** | 1. **Do not perform a puncture on a sleeping child. Wake the patient or have the nurse or parent wake them.**
2. **Contact the patient’s nurse for any specific instructions before performing a puncture on a comatose patient. Do not assume the patient will not respond.**
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| **References** | CLSI. *Collection of Diagnostic Venous Blood Specimens. 7th ed*. CLSI standard GP41. Wayne, PA: Clinical and Laboratory Standards Institute; 2017 |