Beaumont HEALTH

Beaumont Laboratory

Royal Oak

Effective Date:	08/04/2017
Supersedes:	08/28/2015
Related Documents:	
RC.HM.CG.FRM.047e	Platelet Studies (PLT AGG and PFA) Aggregation Specimens Form

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PLATELET STUDIES (PLT AGG and PFA) WORKFLOW

RC.HM.CG.WF.001.r10

Purpose

To ensure the proper workflow for appropriate delivery of platelet study (PLT AGG and PFA) specimens to the coagulation lab.

Performed By

Phlebotomists/ STAT lab personnel/ (Outreach) Courier personnel/ Customer Service personnel/ Coagulation staff.

Materials

PLT AGG/ PFA specimens and related paperwork
Red specimen bag indicating specimen was "received" by STAT lab personnel

Expected Performance

It is expected that following this workflow will ensure a smooth process for appropriate delivery of platelet study (PLT AGG and PFA) specimens to the coagulation lab.

Special Handling

Outpatient platelet aggregation studies are performed Monday, Tuesday, Wednesday and Friday. Outpatient Lumi aggregations are performed on Thursday. All outpatient requests must be handled by the Appointment Center. These specimens are picked up from the Rose Cancer Center by the coagulation staff.

Inpatient PLT AGG specimens should not be collected before 0700 and must be received before noon Monday through Friday. **PFA specimens must not be collected past 7:00 PM.**

It is critical that the centrifuge settings (i.e. speed, time, temp) are visually verified before the centrifugation process begins!

NOTES:
1. PLT AGG and PFA specimens must NOT be sent through the pneumatic system!
   1) **For inpatients**, specimens must be delivered to the STAT lab.
      a. **M-F 700am – 700pm:** The STAT Lab will notify Customer Service (x11155) and put in a 1 hour STAT request for **pickup** from Client 9420 (3rd floor STAT lab) with **delivery** to Client 9317 (RO Clin Path), Coagulation lab.
      b. **SA-SU:** Arrangements must be worked out between STAT lab and coagulation personnel for pick up of (PFA) specimens from STAT lab.

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Procedure

Phlebotomist Responsibilities:
1. After obtaining platelet aggregation specimens, deliver to STAT lab (3CT) within 30 minutes. **Note that PFA specimens must not be collected past 7:00 PM.**
2. Ensure Platelet Studies (PLT AGG and PFA) Specimens form stays with specimen.

STAT Lab Personnel Responsibilities:
1. Notify Customer Services personnel (x11155) that there is a 1 hour STAT request for **pickup** from Client 9420 (3rd floor STAT lab) with **delivery** to Client 9317 (RO Clin Path), Coagulation lab.
2. "Receive" order in SOFT; add comment indicating what time Customer Service was notified.
3. Place specimens and Platelet Studies (PLT AGG and PFA) Specimens form in red specimen bag for pickup.

Customer Service Responsibilities:
1. Notify (Outreach) Courier personnel that there is a 1 hour STAT request for **pickup** from Client 9420 (3rd floor STAT lab) with **delivery** to Client 9317 (RO Clin Path), Coagulation lab.

(Outreach) Courier Responsibilities:
1. Within 1 hour of notification, **pick up** platelet study specimens from Client 9420 (3rd floor STAT lab) and **deliver** to Client 9317 (RO Clin Path), Coagulation lab.
2. Ensure Platelet Studies (PLT AGG and PFA) Specimens form stays with specimen.

Coagulation Staff Responsibilities:
1. Upon receipt of specimens, perform platelet aggregation/ PFA analysis, consulting the script/ requisition. Ensure that correct tests are ordered in the LIS.
2. Document in the aggregation software the platelet rich plasma and adjusted citrate platelet counts in the comment section of the platelet aggregation tracings.
3. Enter specimen collection time into platelet aggregation software.
4. Perform PFA tests and attach printouts to platelet aggregation tracings.
5. Enter results in LIS.
6. Submit patient script/ requisition (to pathologist) which states the diagnosis and type of platelet aggregation requested.
7. Ensure controls are performed and submitted per protocol.

Quality Control

A normal control must be run every week to ensure the QC of the procedure.

When running the normal control, ensure the control falls within the established normal ranges. If not, run another control before proceeding with patients. If control still does not fall within the established normal ranges, notify coag management.

Ensure that all platelet rich plasma counts are 200,000 bill/L $\pm$ 20,000.

Interpretation

Platelet aggregation interpretations are performed by the hematopathologist.

Authorized Reviewers

Supervisor, Hematology Laboratory

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Clinical Pathology: *Coagulation*
BEAUMONT LABORATORY, ROYAL OAK, MI 48073
DATE: 08/104/2017 RC.HM.CG.WF.001.r10   Page 2 of 2

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Document Control
    Location of Master: Coagulation Workflow Manual
    Master electronic file stored on the Beaumont Laboratory server:
    S:\HEMACOAG\Document Control\Coagulation\Workflow\ Master Documents\PLT
    STUDIES Workflow.doc
    Number of Controlled Copies posted for educational purposes: 1
    Number of circulating Controlled Copies: 5
    Location of circulating Controlled Copies: **Phlebotomy**
                                                    STAT Lab
                                                  Specimen Processing
                                                  (Outreach) Couriers
                                                  Customer Service

Document History

Signature	Date	Revision #		Related Documents Reviewed/ Updated
Prepared by: Noelle Procopio, MT(ASCP)SH	04/07/2005			
Approved by: Noelle Procopio, MT(ASCP)SH	04/07/2005			

Reviewed by: (Signature)	Date	Revision #	Modification	Related Documents Reviewed/ Updated
Noelle Procopio, MT(ASCP)SH	04/07/2005	00	New process.	
Noelle Procopio, MT(ASCP)SH	2006	01	No change.	
Noelle Procopio, MT(ASCP)SH	01/02/2007	02	Added NOTE re information for specimen transport.	
Noelle Procopio, MT(ASCP)SH	11/5/2008	03	Document control format; removed directive re billing sheets.	
Noelle Procopio, MT(ASCP)SH	07/10/2009	04	Added inpatient aggregations are performed Monday thru Friday.	
Noelle Procopio, MT(ASCP)SH	05/25/2010		No Change	
Noelle Procopio, MT(ASCP)SH	10/26/2010	05	Updated outpatient platelet aggregation days. Added outpatient specimens drawn at Cancer Center will be picked up by coag techs. Incorporated phlebotomist, stat lab and patient transportation roles into process. Added PLT AGG specimens related document.	
Mark Smith, MD	08/12/2011		No change	
Noelle Procopio, MT(ASCP)SH	10/21/2011	06	Deleted accessing chart review as necessary. Added directive to enter specimen collection time.	OK

PLATELET STUDIES (PLT AGG AND PFA) WORKFLOW

Document History – continued:

Noelle Procopio, MT(ASCP)SH	10/03/2013	07	Removed references to collagen lag phase and T1/2.	OK
Noelle Procopio, MT(ASCP)SH	07/13/2015	08	PRP and adjusted PLT count to be documented in aggregation software rather than writing on printout; updated 3ST to 3CT; updated related document format.	OK
Noelle Procopio, MT(ASCP)SH	08/28/2015	09	Removed references to Patient Transportation; updated to include notification workflows for Customer Service and (Outreach) Couriers; updated title of document.	OK
Noelle Procopio, MT(ASCP)SH	08/04/2017	10	Logo update; updated quality control frequency statement.	OK
Peter Millward, MD	01/16/2019		New Medical Director	
Rebecca Bacarella, MLS(ASCP)	11/20/2019		No change.	OK

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