

Beaumont

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 Applicability Troy

Inventory and Ordering Blood Products from Established Suppliers - Troy

Document Type: Procedure

I. PURPOSE AND OBJECTIVE:

The purpose of this document is to maintain adequate blood product levels are maintained at all times. Blood Products are received primarily from three established blood suppliers at Corewell Health: Versiti Michigan, LifeSouth Community Blood Centers, and American Red Cross (ARC). Corewell Health, Troy places direct orders with Versiti Michigan while product received from LifeSouth Community Blood Center and ARC are ordered and distributed via Corewell Health – Royal Oak. Directed and autologous donations may be sent from Versiti Michigan or ARC.

II. NOTE:

A. Versiti Michigan

1. The preferred method of ordering products is through the Versiti web page located at <https://partnerportal.versiti.org/hemacontrol/hospital/auth/signin>.
2. If the need for the product is urgent or there is a computer downtime issue , place a call to the Versiti Livonia distribution center at (734) 855-4660.
3. If HLA matched platelets are required, call the Versiti HLA lab at (616) 233-8597.

B. American Red Cross (ARC)

1. At this time, the only products that will be received from the ARC are autologous units and directed donor units.
2. If there is a critical patient need that cannot be filled by Versiti Michigan, the ARC may be contacted to request products.

3. To order from ARC, call the ARC order desk at (313) 494-2715.
4. When ordering antigen negative units from the ARC, call the reference laboratory at (313) 494-2712.

C. Ordering Blood Products

1. At this time, Versiti Michigan is contracted to supply 80% of the blood components used at Troy. The remaining 20% will be received from secondary suppliers or other hospitals in the Corewell Health system.
 - a. If we have received our standing order of RBCs from Versiti for the day, we will **NOT** be able to order additional RBC units from them.
 - b. Additional RBC units may be obtained from the other Blood Banks in the Corewell Health Hospitals depending on their level of inventory.
2. Based on the printed inventory report, staff will document and compare the actual product levels to the minimum desired stock on hand listed on the *RBC, Platelet, Plasma, Cry and Rhogam Inventory Log*.
3. If the current inventory level is lower than the minimum desired level, staff will order additional products to increase inventory level to at least the minimum desired amount, if possible.
4. If blood inventory falls to one half of the required target or if a blood supplier is having difficulty fulfilling requests, notify the Blood Bank Supervisor or designee.

III. PROCEDURE:

- A. Go to <https://partnerportal.versiti.org/hemacontrol/hospital/auth/signin> to login.
 1. User name is the employee's first and last name (Example: Teresa.Lovins)
 2. Initial password for employees is a temporary password assigned from Versiti.
 - a. The Supervisor or Lead Medical Technologist will notify Versiti of the team member and request a new account and temporary password.
 3. The employee will be prompted to change their password during the initial login.
- B. Click on *Place Order* .
- C. Select the *Type and Priority* using the drop down arrow.
- D. Click the *Detailed Component* tab.
- E. Select the *component type* and the *blood type* using the drop down arrow.
- F. Enter the quantity of units desired.
- G. Select any special requirements by using the drop down arrow.
- H. Click the *Add to Order* tab.
- I. Upon completion of ordering all required products, click the *Place Order* tab.

IV. REFERENCES:

American Association of Blood Banks, Standards for Blood Banks and Transfusion Services, current edition

AABB Technical Manual, current edition

Attachments

[Troy Daily Inventory Log.pdf](#)

Approval Signatures

Step Description	Approver	Date
Policy and Forms Steering Committee (if needed)	Vaishali Pansare: Chief, Pathology	9/21/2023
	Ryan Johnson: OUWB Clinical Faculty	9/1/2023
	Teresa Lovins: Supv, Laboratory	8/29/2023
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