**BBBP 8.0-Shipping Blood and Blood Components**

1. Principle

All blood and blood products must be packed appropriately to maintain viability and protect from breakage.

# General Policies

N/A

# Specimen Collection and Preparation

N/A

# Equipment

N/A

# Supplies

1. Blood Center shipping boxes or coolers
2. Wet ice (1-10C)
3. Dry ice (<0C) may be obtained from the following:
	1. MVRBC/CICBC phone #:1-217-753-1534
	2. Vogt Oil Co., Belleville, Il: 233-1133

# Reagents

N/A

## Quality Control

N/A

## Safety

Refer to Chemical Hygiene and Blood Borne Pathogen Plan for Memorial Hospital Laboratory.

## Procedure

* + - 1. Remove any attached tags and/or labels.
			2. If shipping blood to another facility per MVRBC, use Blood Hub to transfer products and print three copies of last page.
				1. One (1) copy stays at MBH
				2. One (1) copy goes to MVRBC
				3. One (1) copy goes to receiving facility.
			3. If returning to MVRBC, transfer in Meditech and print two copies of transfer document.
			4. Inspect product for acceptability and document on the transfer document(s) using the stamp. Make sure to document on each form.
			5. Pack products according to the following:

**Platelets**

* + - 1. Maximum number of products allowable in a shipping container is 15.
			2. Place a gel pack that has been maintained at 20-24C on the bottom of the inner box.
			3. Wrap platelet product in a minimum of 3 sheets of bubble wrap.
			4. Wrap the platelet bundle in an absorbent pad (Chux) and place on top of gel pack.
			5. Place a second 20-24C gel pack on top of the entire bundle.
			6. Fill the air space with crumpled newspaper.
			7. Close inner box lid.
			8. Place transfer document inside box or in pocket attached to box.
			9. Close and seal outer box lid.

**Packed Red Blood Cells**

1. Maximum number of products allowable in a shipping container:
	1. Large box or cooler – 30
	2. Medium box or cooler - 20
2. Place units in bottom of shipping container.
3. Place paper towels or newspaper over units.
4. Fill a large plastic bag with wet ice and double bag to prevent leakage.
5. Place ice bag on top of units.
6. Place transfer document inside box or in pocket attached to box or cooler, close and seal, if appropriate.

**Frozen Products**

1. Frozen products are not eligible for return unless directed to do so by the blood center.

**Damaged/Expired or Quarantined Products**

1. Products requested by the blood center should be packed according to the type of product.
2. Expired PRBC or Platelets should be returned to the blood center for credit and are packed according to the type of product.
	1. Expired or quarantined products must be segregated from in date products
3. Damaged or broken products should be discarded according to BBBP 10-Quarantine and Destruction of Blood and Blood Products.

## Reporting Results

N/A

### Limitations

N/A

## References

1. Standards for Blood Banks and Transfusion Services, American Association of Blood Banks, current edition.
2. Mississippi Valley Regional Blood Center Job Aid, “Receipt/Return of Product CICBC”, 2012.

**PROCEDURE AND FORM CHANGE CONTROL**

|  |
| --- |
| Title: BBBP 8.0-Shipping Blood and Blood Components |
| Written | **Validated** | **Path Review** | **Review** | **Effective** | **Reason for Revision** |
| Date | **By** | **Date** | **By** | **Date** | **By** | **Date** | **By** | **Date** | **By** |
| **11/08/10** | **GJM** | **11/11/10** | **PAB** | **11/21/10** | **ESB** |  |  | **11/22/10** | **PAB** | **New format, combining blood centers requirements** |
| **Revised** |  |  |  |  |  |  |  |  |  |  |
| **6/24/11** | **PAB** | **6/25/11** | **GJM** | **7/5/11** | **ESB** |  |  | **7/7/11** | **PAB** | **Deleted ARC****Revised using CICBC job aid** |
|  |  |  |  |  |  | **8/2/12** | **PAB** |  |  |  |
| **11/28/12** | **PAB** |  |  | **12/6/12** | **ESB** |  |  | **12/20/12** | **PAB** | **Revised using MVRBC job aid** |
|  |  |  |  |  |  | **4/4/13** | **PAB** |  |  |  |
|  |  |  |  |  |  | **4/1/14** | **PAB** |  |  |  |
| **1/21/15** | **JLH** |  |  |  |  |  |  | **1/21/15** | **JLH** | **Removed reference to sticker from blood center.** |
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Location of any copy(s) of the procedure:

**Out of use:**

**Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_By:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Reason:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**