

**Document Name:**

**Extension of Blood Bank Sample Expiry**

**Approved By:**

**Jennifer G. Daley Bernier, A/Manager, Laboratory Services**

**Status:** **APPROVED**

## **PURPOSE:**

Blood Bank Samples may be extended past a 96 hour expiry window when certain conditions are met. This procedure provides instruction on when it is acceptable to extend the expiry of a sample and how to record it in Soft Bank (LIS: Lab Information system).

## **POLICY:**

- Blood Bank samples and orders automatically expire in Soft Bank at 96 hours from collection time.
- Expiry for Blood Bank orders can be extended to seven (7) days only if:
  1. Patient has no history of pregnancy within the last three (3) months
  2. Patient has no history of blood component transfusion within the last three (3) months
  3. Patient History is known with no uncertainty towards pregnancy or transfusion
- A properly identified specimen that meets the above 3 conditions can be used in crossmatch compatibility testing for up to 7 days (168 hours) post collection.
- If a patient receives a transfusion of a blood component; the sample expiry will be reduced to 4 days (96 hours) from time of transfusion regardless if sample expiry time was extended longer than 96 hours from time of transfusion.
- Blood components/products containing red cells are any product with the potential to carry red cells including:
  - Red Blood cells
  - Plasma
  - Platelets
  - Some fractionated products; review product monograph/insert for details


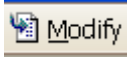
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**SAMPLE INFORMATION:**

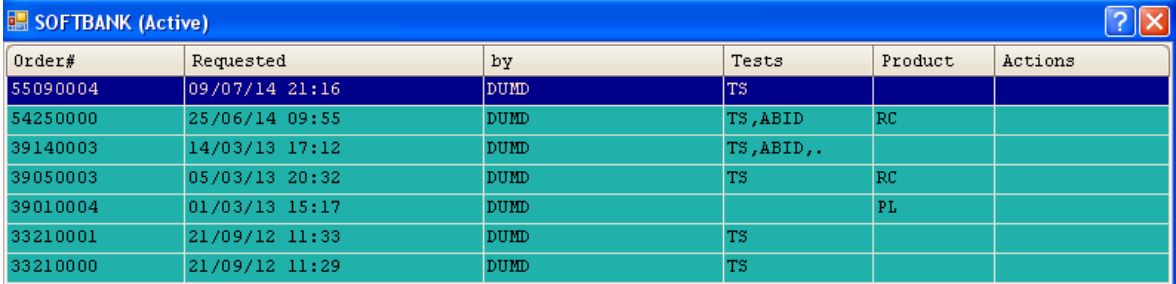
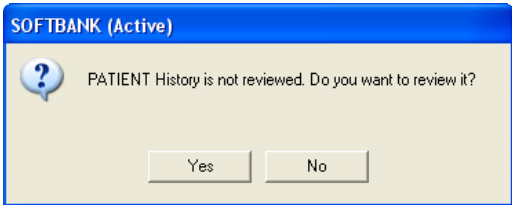
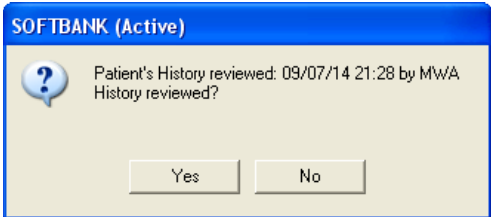
Type	Blood
Source	Venipuncture
Volume	6.0mL K2 EDTA (BD)
Stability	96 hours
Storage Requirements	2-8'C
Criteria for rejection and follow up action	Mislabelled, hemolysed, lipemic, icteric, low volume

**PROCEDURE INSTRUCTIONS:**

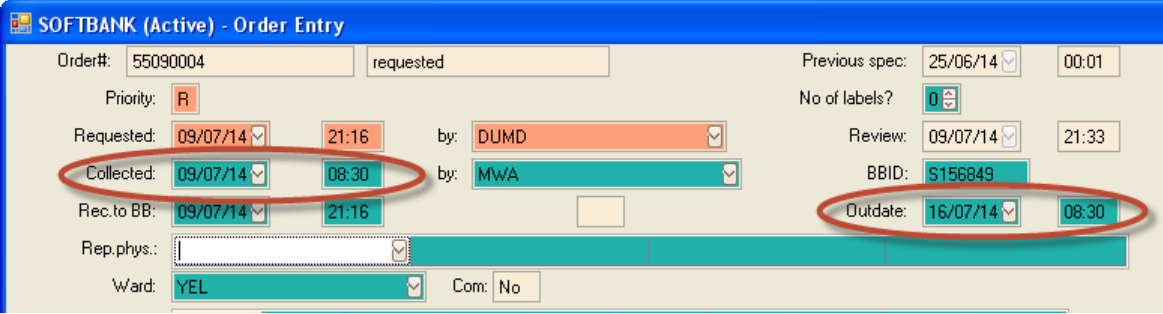
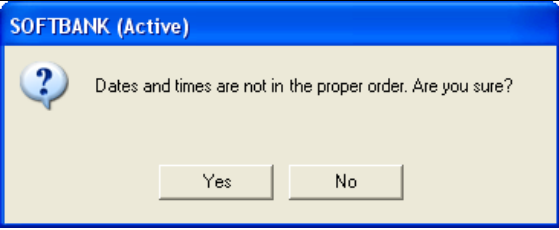
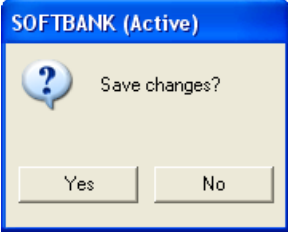
Follow the steps in the table below to extend the expiry of a blood bank sample/order

Step	Action	
1	Examine patient history – see procedure <b>TMM20300 - Patient History Review:</b>	
2	<b>If:</b>	<b>Then:</b>
	The patient has been transfused a blood product within the past 3 months	Sample expiry can NOT be extended. Follow Procedure <b>TMM20001: Blood Bank Collection</b> to obtain a new specimen and complete the appropriate testing
	The patient has been pregnant within the past 3 months	
	The patient's history is uncertain or unknown	
The patient's history is known and none of the above three conditions is a factor	Follow to Step 3 below to extend the sample expiry	
3	Go to SoftBank > Patient > Orders > Modify	 
4	Enter patients last name (LN) and first name (FN) and/or Medical Record Number (MRN), or Click: F3 – By Order and enter order number	
5	Press F12-Accept	

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<b>6</b>	Select the correct patient from list if applicable – hit Enter to select																																																	
<b>7</b>	<b>If:</b>	<b>Then:</b>																																																
	Patient caution window appears	Review and then Click: Esc-Quit																																																
<b>8</b>	Enter order number or Press F12-Accept and choose from order number list if list appears																																																	
	 <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Order#</th> <th>Requested</th> <th>by</th> <th>Tests</th> <th>Product</th> <th>Actions</th> </tr> </thead> <tbody> <tr> <td>55090004</td> <td>09/07/14 21:16</td> <td>DUMD</td> <td>TS</td> <td></td> <td></td> </tr> <tr> <td>54250000</td> <td>25/06/14 09:55</td> <td>DUMD</td> <td>TS,ABID</td> <td>RC</td> <td></td> </tr> <tr> <td>39140003</td> <td>14/03/13 17:12</td> <td>DUMD</td> <td>TS,ABID,.</td> <td></td> <td></td> </tr> <tr> <td>39050003</td> <td>05/03/13 20:32</td> <td>DUMD</td> <td>TS</td> <td>RC</td> <td></td> </tr> <tr> <td>39010004</td> <td>01/03/13 15:17</td> <td>DUMD</td> <td></td> <td>PL</td> <td></td> </tr> <tr> <td>33210001</td> <td>21/09/12 11:33</td> <td>DUMD</td> <td>TS</td> <td></td> <td></td> </tr> <tr> <td>33210000</td> <td>21/09/12 11:29</td> <td>DUMD</td> <td>TS</td> <td></td> <td></td> </tr> </tbody> </table>		Order#	Requested	by	Tests	Product	Actions	55090004	09/07/14 21:16	DUMD	TS			54250000	25/06/14 09:55	DUMD	TS,ABID	RC		39140003	14/03/13 17:12	DUMD	TS,ABID,.			39050003	05/03/13 20:32	DUMD	TS	RC		39010004	01/03/13 15:17	DUMD		PL		33210001	21/09/12 11:33	DUMD	TS			33210000	21/09/12 11:29	DUMD	TS		
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<b>9</b>	<b>If:</b>	<b>Then:</b>																																																
		Press "Yes" and Review Patient History																																																
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<p>11</p>	<p>In the outdate field change the date and time to a <b>maximum of 168 hours (7 days)</b> from the collection time. *NOTE – the system does not have a limitation on this – ensure you are entering a date of no more than 7 days from Sample Collection Date</p> 	
<p>12</p>	<p>Click F12-Accept</p>	
<p>13</p>	<p><b>If:</b></p> 	<p><b>Then:</b></p> <p>Yes</p>
<p>14</p>		<p>Yes</p>
<p>15</p>	<p>The specimen expiry has been extended.</p>	
<p>16</p>	<p><b>NOTE:</b> Sample expiry will be changed to 96 hours after the first transfusion of any blood containing product – even if sample had been extended manually; Or expiry will stay at the 7 day (168 hours) from sample collection, which ever time occurs first.</p>	

**EXPECTED RESULTS:**

Blood Bank samples and orders expiry time will be extended to a maximum of 168 hours (7 days) and be recorded in the LIS. Sample can be used for crossmatch of blood products up to that extended expiry time. Expiry time will drop back to 96 hours in the LIS if patient is transfused with blood products or will remain at the extended time entered depending on which time occurs first.

**RELATED DOCUMENTS:**

- TMM20300 Patient History Review
- TMM20001 Blood Bank Collection

**REFERENCES:**

1. Canadian Society of Transfusion Medicine. (April 2017). *Standards for Hospital Transfusion Services, Version 4.*
2. Canadian Standards Association. (December 15). *Blood and Blood Components CAN/CSA-Z902-15.*
3. SCC Soft Computer. (n.d.). *SoftBank II v25 Super User Training Manual.* SCC Soft Computer.

**REVISION HISTORY:**

REVISION	DATE	Description of Change	REQUESTED BY
1.0	03 Jan 2018	Initial Release	A.Richardson

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