

## TRAINING UPDATE

**Lab Location:** SGAH and WAH                      **Date Implemented:** 8.2.2013  
**Department:** Blood Bank                      **Due Date:** TBD

### DESCRIPTION OF PROCEDURE REVISION

<b>Name of procedure:</b>
Cord Blood Hold
<b>Description of change(s):</b>
<b>Background Information:</b> <ol style="list-style-type: none"><li>1. Currently, SGAH and WAH process for handling cord bloods are different. This procedure will create 1 policy that both hospitals will follow.</li><li>2. There is a regulatory requirement for us to maintain a DNA sample on babies in case there is an infant abduction. The DNA will be used to help identify the baby's identity.</li></ol>
<b>New Process:</b> <ol style="list-style-type: none"><li>1. A cord blood hold order will automatically generate any time a newborn is admitted to the hospital. Per Cerner, they will set the order up to automatically generate. The nurse will not have to acknowledge the order.</li><li>2. Every cord blood collected will come to the blood bank for storage.</li><li>3. The cord bloods will be received by processing, since there is an order now.</li><li>4. When cords are received in BB, BB will perform a history check on mom. Mom's MRN is built into the cord hold order.</li><li>5. BB staff members will generate a cord evaluation order if any of the following are true:<ol style="list-style-type: none"><li>a. Mom is group O</li><li>b. Mom is Rh-negative</li><li>c. Mom has clinically-significant antibodies</li></ol></li><li>6. If mom does not meet any of the criteria in step 5, the cord blood sample is placed in the refrigerator for storage.</li></ol>
<b>Benefits:</b> <ol style="list-style-type: none"><li>1. We now have an electronic way to track when cord blood specimens are received or unreceived in blood bank.</li><li>2. We have a way to document mislabeling of cord specimens that do not have orders.</li><li>3. Blood bank drives the process, so we can test cord bloods as soon as they arrive. We no longer have to wait for nursing to enter the cord eval orders.</li><li>4. We don't have to wait for an order, so we can batch testing as soon as the cord samples arrive.</li></ol>

Non-Technical SOP

<b>Title</b>	<b>Cord Blood Hold</b>	
<b>Prepared by</b>	Stephanie Codina	Date: 7.23.2013
<b>Owner</b>	Stephanie Codina	Date: 7.23.2013

<b>Laboratory Approval</b>		
<b>Print Name and Title</b>	<b>Signature</b>	<b>Date</b>
<i>Refer to the electronic signature page for approval and approval dates.</i>		
<b>Local Issue Date:</b>		<b>Local Effective Date:</b>

<b>Review:</b>		
<b>Print Name</b>	<b>Signature</b>	<b>Date</b>

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**1. PURPOSE**

To define the steps that will be taken when performing a “Cord Blood Hold” test.

**2. SCOPE**

This procedure applies to any cord blood sample that comes to the blood bank with a “Cord Blood Hold” order.

**3. RESPONSIBILITY**

All blood bank staff members must understand and adhere to this procedure for resulting cord blood hold orders.

**4. DEFINITIONS**

- A. Cord Blood—Blood obtained from the umbilical cord of an infant at the time of birth.
- B. Cord Blood Hold—CHOLD—A test that is ordered to document the receipt and storage of a cord blood specimen for an infant.
- C. Cord Blood Evaluation—CORDEV—A panel that consists of an ABO, Rh, and direct Coomb’s test on a cord blood specimen.

**5. PROCEDURE**

Step	Action
<p>Note: For tracking purposes, all cord blood specimens that are received and/or stored in the blood bank must have a corresponding order in the computer system. The CHOLD test is ordered to electronically track receipt when no testing is required or when testing will be performed per hospital protocol as outlined below.</p>	
1	<ul style="list-style-type: none"> <li>A. The cord blood specimen will be labeled with the baby’s full name, medical record number, time/date of collection, and collector’s initials.</li> <li>B. The CHOLD order will be ordered on the baby.</li> </ul>

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Step	Action
2	Receive the order in the system per procedure, "Order Entry, Receiving Orders in the GUI System."
3	Perform a history check on the MOTHER of the baby to whom the cord blood belongs. A. The medical record number of the mother will default into the "MMRN" field of the cord blood hold order. B. Refer to SOP, "Patient History Check."
4	Order a Cord Blood Evaluation (CORDEV) and perform applicable testing if any of the following apply: A. The mother of the baby is Rh-negative or weak D positive. B. The mother of the baby is group O. C. The mother of the baby has clinically-significant antibodies (current or historical).  Refer to procedure, "Order Entry, Entering Orders in the GUI System."
5	Document completion of a history check by entering "H" in the HX field. This mnemonic expands to "verified."
6	Click the "Save" button.

**6. RELATED DOCUMENTS**

- SOP: Order Entry, Receiving Orders in the GUI System
- SOP: Patient History Check
- SOP: Order Entry, Entering Orders in the GUI System

**7. REFERENCES**

None

**8. REVISION HISTORY**

Version	Date	Reason for Revision	Revised By	Approved By

**9. ADDENDA AND APPENDICES**

None

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