

## TRAINING UPDATE

**Lab Location:** SGMC  
**Department:** Core & Processing

**Date Distributed:** 7/1/2015  
**Due Date:** 7/29/2015  
**Implementation:** 7/29/2015

### DESCRIPTION OF REVISION

**Name of procedure:**

**Autotransfusion (Perfusion) QC Testing SGAH.S31 v4**

**Description of change(s):**

Section 3: Add Core Lab

Section 4: Add autotransfusion and perfusionist

Section 5: Add item E for testing and resulting

**This revised SOP will be implemented on July 29, 2015.**

**Document your compliance with this training update by taking the quiz in the MTS system.**

Approved draft for training (version 4)

Non-Technical SOP

<b>Title</b>	<b>Autotransfusion (Perfusion) QC Testing</b>	
<b>Prepared by</b>	Marie Sabonis	Date: 1/26/2010
<b>Owner</b>	Samson Khandagale	Date: 1/26/2010

<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**

This procedure describes the process to place laboratory orders **and enter results** for QC testing for autotransfusion procedures.

### **2. SCOPE**

This procedure applies to QC testing for autotransfusion procedures.

### **3. RESPONSIBILITY**

This procedure is performed by Specimen Processing **and Core Lab** staff.

### **4. DEFINITIONS**

- A. Autotransfusion - Transfusion of a patient's own blood; in this case, the blood is collected and reinfused during surgery.
- B. Perfusionist - The medical professional responsible for extracorporeal oxygenation of the blood during open heart surgery
- C. GUI - Graphical User Interface

### **5. PROCEDURE**

#### **A. General Information**

1. The laboratory performs quarterly QC testing of perioperative services including blood recovery and autologous platelet gel. According to AABB Standards, blood recovery is best measured by markers of red blood cell concentration and wash efficiency. The selected parameters are hematocrit and serum potassium levels pre and post-processing. Autologous platelet gel is best measured by an increase in platelet count and white cell count and a reduction of hematocrit pre and post-processing.

- There are five instruments utilized by the perfusionists at Shady Grove Adventist Hospital. They consist of two (2) Cell Saver 5P and three (3) SmartPrep 2 instruments.
- Lab orders are entered into the LIS via an outside location medical record number that is associated with each instrument. The chart below specifies the medical record number for each instrument:

<b>Instrument</b>	<b>Serial Number</b>	<b>Medical Record #</b>
Cell Saver 5P	05L056	<b>BIOT-2</b>
Cell Saver 5P	05L052	<b>BIOT-5</b>
SmartPrep 2	SMP2-2126	<b>BIOT-1</b>
SmartPrep 2	SMP2-3139	<b>BIOT-3</b>
SmartPrep 2	SMP2-3876	<b>BIOT-4</b>

- The perfusionist will submit specimens for testing with a specific requisition (see Related Documents).
- For each Cell Saver, 1-2 samples (pre and post process) will be collected and sent for testing. Tests to be performed include Hematocrit and Potassium.
- For each platelet gel, they will collect and send a pre and post aliquot of blood for testing. Tests to be performed include Platelet Count, Hematocrit and WBC count.
- Once results are entered into the LIS, the report will automatically be faxed to 240-826-5868 via Sunquest fax printer.

## **B. Order in LIS using function REI**

- From the requisition determine the medical record number to place orders into the LIS. This is noted in the first box that states “Check the applicable Analyzer”. The medical record number is denoted in square brackets after the serial number of the analyzer. In the example below, BIOT-2 is the medical record number.

*Example:* **Cell Saver 5P serial number 05L056 [BIOT-2]**

**Note:** If “Other:” section of requisition is completed, then a new BIOT- medical record number must be created. Refer to section C below.

- Enter orders in the LIS using the medical record number via function REI or GUI Order Entry. LIS test code is noted at the end of test name on the requisition.

*Example:* Pre HCT (PHCT) - **PHCT** is the LIS test code.

- Use tech code **905** (Biotronics, QC) as the “collected by”.
- Label specimen with LIS accession label.



REQ NO.:

PRE-REGISTERED PATIENT, NO EVENTS Create New Episode Display all Inactive Events
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Select **Create New Episode** and press **Enter**.

9. Press **Enter** at the account number prompt. Accept the default of 999999.

10. Press **Enter** for each of the following prompts -

- Event type,
- Event status,
- Start/Admit Date:
- Physician 1,
- Diagnosis and comment.

11. Review the entries, select A to accept, M to Modify or R to Reject as appropriate.

12. “A new episode has been created” displays. The ‘patient’ has been created in the LIS.

13. Proceed with the remaining prompts in section B.2-6 to enter orders and process the specimen.

#### **D. Order in LIS using GUI**

Refer to addendum for process to enter LIS orders in the GUI version of the LIS.

#### **E. Testing and Resulting**

1. Samples are acceptable even if grossly hemolyzed.
2. Manually program the instrument to run the ordered test(s)
3. Print the result from the Vista and LH750.
4. Enter the results manually into the LIS.

#### **6. RELATED DOCUMENTS**

Procirca Requisition (AG.F199)

#### **7. REFERENCES**

N/A

**8. REVISION HISTORY**

<b>Version</b>	<b>Date</b>	<b>Reason for Revision</b>	<b>Revised By</b>	<b>Approved By</b>
000	6/18/2012	Sections 1,2,5 & 9: Update company name from Biotronics to Procirca	L. Barrett	S. Khandagale
001	9/20/2012	Section 5: Add new cell saver BIOT-5	L. Barrett	S. Khandagale
002	12/1/2014	Title, Section 1 & 2: remove company name and replace with Autotransfusion or perfusionist Section 4: add GUI Section 5: add item D Section 6: moved form from section 9 Section 9: add SQ 7.1 ordering process Footer: version # leading zero's dropped due to new EDCS in use as of 10/7/13.	L. Barrett S. Khandagale	S. Khandagale
3	6/9/2015	Section 3: add Core Lab Section 4: add autotransfusion and perfusionist Section 5: add item E	L. Barrett	S. Khandagale R SanLuis

**9. ADDENDA AND APPENDICES**  
 Entering Orders using Sunquest 7.1 LIS System

## Entering Orders using Sunquest 7.1 LIS System

Order options: Orders Mode: MODE1  
Lookup by: Patient ID Value: BIOT-1 Search  
 By Default HID Only

Patients Standing orders

To fill the list, enter a lookup value and click the Search button.

Name	Patient ID	HID	SSN	Date of Birth	Sex	Status	INS ID#	AKA Name	User Defined Fields
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1. From the requisition determine the medical record number to place orders into the LIS. This is noted in the first box that states “Check the applicable Analyzer”. The medical record number is denoted in square brackets after the serial number of the analyzer.  
Enter the correct Medical Record number and press **Search** as show above.
2. A screen similar to the one below will appear.

Order options: Orders Mode: MODE1  
Lookup by: Patient ID Value: BIOT-1 Search  
 By Default HID Only

Patients Standing orders

Search found 1 patient matching "Patient ID=BIOT-1"

Name	Patient ID	HID	SSN	Date of Birth	Sex	Status	INS ID#	AKA Name	User Defined Fields
SMARTPREP...	BIOT-1	SGAH	999999	01/01/2001	M	ACT			

Event Selection

Search found 1 active event for "SMARTPREP2,SMP22126"

Status	Start Date	Discharge Date	Billing Account #	Loc/Type	Physician 1	Physician 2
C	07/17/2012		999999	BIOT/OS	O9153 BIOTRONIC, QC	

Include inactive events

New Patient Modify Event New Episode Select Exit Help

3. Click on **Select** to proceed.



4. Verify that the Medical Record number and Analyzer type on the top of the screen match the requisition.
5. Under General Information (left side) fill in the appropriate information in the highlighted boxes from the requisition.
  - Date defaults to the current Collect date. Verify that the specimen is from the current date.
  - Press the Tab key to go to the next box and insert correct Collect time.
  - Press Tab key to go to the Order Code box

6. Receive date and time will automatically populate the next boxes after you press the Tab key.
7. Verify the Order physician box defaults to O9513, Biotronics. If default does not appear, insert O9513 in the box to bring up the Ordering Physician.

8. Press Tab key up to Order account #box and verify the account number defaults to 999999. If it did not default, insert 999999 in the yellow box.
9. Press Tab key and go to Phlebotomist code box. Type 905 as the phlebotomist code.
10. Press Tab key and leave the workload box vacant.
11. Press Tab key to Order location and confirm that BIOT (Biotronics) is populated, if not insert BIOT in the box.
12. Press Tab key to move to the Order Code prompt.

Order Code	Order Description	Modifier	DX Code
PHCT	Pre HCT		

Dept	Specimen Comment	Acc #	HIS Order #	Order Code
GenLab				PHCT

13. Enter the correct test code listed on the requisition and press the Tab key.

Dept	Specimen Comment	Acc #	HIS Order #	Order Code
GenLab		739163		PHCT

14. Accession number is displayed. Click on the **Save** key