

BLOOD BANK TEAM MEETING

MINUTES

OCTOBER 3, 2023

PRESENT:

✓	MARY-DALE ABELLANO	✓	BILEN GEBRESENBET	✓	GEORGE LI
✓	KELVIN ADDO	✓	ISAIAS GEBREWELDI		ARLENE MENCIAS
✓	MALAK ANTAR	✓	HOJAT GOUDARZI	✓	TSEGAYE NEGASH
✓	ARIANNA CLATTERBUCK	✓	NATASHA HALL	✓	YVONNE NGWA
	LESLEY CROWDER	✓	JESSICA JENKINS		BORIS NJEAMBOSAY
✓	BECH EBINI	✓	LARISSA KUKAPA	✓	ROCIO VERGARA TORRES
✓	UCHAMA ENI		MILKA LENARZ		

DISTRIBUTION: BLOOD BANK TEAM

MEETING COMMENCED: 0630 AND 1600 VIA TEAMS

Item	Discussion	Action	Follow-up
Refrigerator Alarms	<p>We are seeing issues at both sites with refrigerator alarms. We want to clarify the expectation:</p> <ol style="list-style-type: none"> 1. The acceptable temperature range is 1-6C. 2. Alarms must go off BEFORE the temperature reaches an unacceptable range. We have our alarms set at 1.5C and 5.5C. <ol style="list-style-type: none"> a. The 1.5 alarm will prevent the refrigerator from getting too cold and going below 1C. b. The 5.5 alarm will prevent the refrigerator from getting too warm and going above 6C. 3. When we do temperature alarms, the refrigerator will heat or cool the probe. 4. We must watch the temperature while this is happening and note the temperature at which the alarm sounds. The refrigerator will continue to heat or cool the probe, so the temperature will continue to go up or down after the alarm sounds. 5. We must ensure the alarm sounds in the acceptable range ($\geq 1.5C$ for low and $\leq 5.5C$ for high). Corrective action must take place if the alarms are out of range. 	Clarification	None
Cooler Temps	<p>Our coolers are validated to maintain refrigerator temperatures for 6 hours. However, there is an AABB standard that says "Temperatures must be recorded at least every 4 hours."</p> <p>The open heart rooms have requested keeping the coolers for longer than 4 hours. We are including a temperature bag and recording sheet, so they can record the temperature within 4 hours.</p> <p>The recording does not have to be exactly at 4 hours. It must be within 4 hours. If longer than 4 hours elapses from issue to recording OR from recording to return, a PI/variance will be written.</p>	Clarification	None

QC Lookbacks	<p>A QC lookback must be performed anytime there is a true instrument or QC failure. The purpose of the lookback is to ensure patient/product results were not affected.</p>	Clarification	None
	<p>This could happen on any instrument (cell washer, centrifuge, incubator, etc). However, it most commonly occurs on the Echo. Anytime you change a part or reagent, you must do a lookback. Please do this before putting the instrument back into service. Note: If QC fails and results are in when you rerun, it does not need a lookback.</p>		
	<p>When you select specimens, select differing ABOs, Rh-pos and Rh-neg, AbS pos and AbS neg. Print the pre results from the Echo and write "PRE" on them.</p>		
	<p>Rerun the specimens. Print the post results from the Echo and write "POST" on them.</p>		
	<p>Compare the results.</p> <ul style="list-style-type: none"> • Interpretation must match exactly • Each individual reaction must match within 1 grade. For example: <ul style="list-style-type: none"> ○ Screen Cell 1 Pre = 1+ and Post = 4+ = Fail ○ Screen Cell 2 Pre = 3+ and Post = 4+ = Pass 		
Wasted Plasma and Cryo Charges	<p>When we waste plasma and cryo, we must bill for the services we performed.</p> <p>For plasma, we bill "THAW" for each unit wasted. For cryo, we bill "THAW" and "POOL" for each unit wasted.</p> <p>We have a number of people forgetting the POOL charge.</p>	Clarification	None
Emergency Release and Least Incompatible	<p>We do not have the ability to enter a "Least Incompatible" crossmatch result when using the Emergency Release function. If this occurs, result the crossmatch as "Incompatible" but "OK to Transfuse" and add a comment that it was least incompatible.</p>	Clarification	None
Blood Bank Shifts	<p>We discussed the possibility of standardizing shift start times between sites. If we do this, shifts at SGMC and WOMC will be as follows:</p> <ul style="list-style-type: none"> • Day 0630-1500 • Eve 1430-2300 • Night 2230-0700 	Staff agreed to this change	None

Attendance	We have a lot of staff members that are arriving to work late. This affects workload, overtime, and it is not fair to the employees that have to stay late to cover. We will be moving back to enforcing the attendance policy. I will be speaking with staff members that have an attendance issue in the next week or so.	Notification	None
Blood Bank On-Call	<p>We have chosen not to implement a mandatory on call system for the blood bank. In the past, we had very few callouts and staff were willing to split the shift. However, we have seen the number of callouts increasing and staff are less willing to help cover leaving staffing a challenge, especially on the weekends.</p> <p>For these reasons, we will be implementing an on-call system for the blood bank. We can design the system we want to use, and I am asking for feedback.</p> <p>Possible options:</p> <ul style="list-style-type: none"> • Utilize the same system as the rest of the lab where people will be assigned to cover on call 4 hours before and after a scheduled shift. Drawback: Some shifts only have 1 person, so that person will be assigned more call than others. • Keep a log of staff members. Ask for volunteers. If you volunteer, your name will come off the list until the list recycles. If there are no volunteers, the person at the top of the list will be required to come in. Drawback: When it is your turn you will be required to come in and may not have any notice. • Only assign call on the weekends and continue to ask for volunteers during the week. Drawback: We only work one person per shift on the weekend, so it means staff would automatically be on call for all weekend shifts. We would also have to determine how that will affect midshift staff. <p>I am open to other options. Please think about this and send me ideas BEFORE Wednesday, October 11 that we can bring to the group.</p>	Provide ideas for how you want on-call to work before Wednesday, October 11	All Staff

Blueprint for Wellness

You can register for Blueprint for Wellness between now and November 4. This is a benefit that Quest offers where you get a battery of labwork done and sent to you. All employees and spouses are eligible; you don't have to use the Quest insurance to qualify.

Informational

None

If you complete the blueprint, you are eligible for discounts on your health insurance of >\$1000/year.

The purpose of the program is to identify small abnormalities before they become health issues.

You can register on the Quest home page.

Due Dates

This is a busy time of year, and we have a lot of things coming due soon. This is just a reminder that the following need to be completed:

Informational

None

1. Compliance training in Empower is due ASAP
2. TB testing due October 15
3. Annual BB competency due October 15
4. All Empower assignments due October 31 (they are transitioning to a new system)
5. Flu shot due November 10
6. MTS—all staff should be completing assignments at least every 2 weeks

Open Forum

1. Yvonne mentioned that we are currently not receiving neonatal units on standing order since Inova is no longer performing CMV testing.
2. We are having issues getting additional specimen for workup and patient history from OIC after hours.

1. Check with ARC

Stephanie

2. Discuss with Maja

Stephanie