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| CHI-FHS Logo | **WORK INSTRUCTION** |
| **Document # M-W-TS-0852-00** |
| **SAFETRACE Tx ORDER NOTES** | |

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| **St. Joseph Medical Center, Tacoma, WA**  **St. Francis Hospital, Federal Way, WA**  **St. Clare Hospital Lakewood, WA** | **St. Anthony Hospital Gig Harbor, WA**  **St. Elizabeth Hospital Enumclaw, WA**  **Highline Medical Center Burien, WA** | **Harrison Medical Center, Bremerton, WA**  **Harrison Medical Center, Silverdale, WA**  **PSC** |

**PURPOSE**

To provide instructions for identifying Order Notes from EPIC to the Safetrace Tx interface so that special required patient attributes will be noted and selected for when crossmatching (e.g. irradiation, washing, etc.).

**BACKGROUND**

Every Safetrace Tx Order for a Type and Screen and/or Prepare product order will have order “notes available” as received from EPIC.

**SUPPLIES / EQUIPMENT**

Safetrace Tx (Blood Bank LIS program)

**STEPS**

**A. To Observe Order Notes from the Pending Worklist (PW)**

From the Pending Worklist (PW) and on the row for the patient’s worklist product item, scroll to the far right to the two columns titled “Notes Available” and “Order ID”.

1. If “Notes Available” is indicated as YES, then
2. With the PW window open, from the top menu select:
   * Worklog > select Order Profile (or alternatively Open > Order, enter Order ID).
   * The Order Profile window opens for that patient.
3. Click on the product row with the Note Available = YES
4. From the top menu, go to Orders > Item 🡪 Notes
   * The Notes are interfaced from the EPIC Prepare Product Orders in a grid as follows. Be sure to click on each line in the Order Item Notes top window to display the complete (detailed) note in the lower window.

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| **Order Questions (Notes)** | **Order Answers (Notes)** |
| Indications for transfusion 🡪 | Hgb < 7g/dl or HCT < 21% |
| Does the patient have any health conditions that will necessitate need for IRRAD Blood? | * “***Not Needed***” = No irradiation   *or*   * Specific language *such as****: “Malignancy or receiving high-dose chemo, cytotoxic agents, radiation therapy and/or aggressive immunotherapy”***   = Yes irradiation |
| Patient has predonated autologous…pRBCs | Yes or No |
| Number of Units to Prepare? | Number to prepare (1, 2, 3, etc) |
| Has Patient been pregnant w/in past 90 d? | Yes or No (females only) |
| Has Patient been transfused w/in past 90 d? | Yes or No |

**Notes:**

1. Orders must be in “ordered” status, Completed Orders will not show “Item > Notes”
2. Health conditions that necessitate IRRAD blood components will appear with words indicating cancer and/or immune-suppressive therapy.
3. Irradiated components are transfused to prevent Graft vs Host Disease (GVHD) in an immunocompromised patient.

**B.** **Locating Order Notes in EPIC**

1. Identical order notes can be found in EPIC > Order Review
2. Click on the line indicating the “Prepare” order and scroll down to reprint the requisition.
3. The “Outstanding Test List” (for context “SJMC Blood Services”) will have the identical notes as are listed in the table above.

**REFERENCE:**

Safetrace Tx, System Functions Education Manual, May 2014, Haemonetics Corporation, Braintree, MA 02184-9114