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COMPONENT INFORMATION & ACTIVITY

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

PURPOSE

To describe how critical component history and information can be accessed in SafeTrace Tx

BACKGROUND

It is often necessary when investigating incidents to have a clear time line of events. The Component Activity function can provide this information. It tracks all events associated with the component and who performed them.

RELATED DOCUMENTS

M-PO-TS0300   Blood Component Selection Policy
M-W-TS-0328   Component Management

STEPS

1. From the **Inventory Module** select **File > Open > Component**. The Open Component window opens.

2. Scan in the unit barcode. If that is not sufficient to open the component, then scan in the product code. The **Component Profile** Opens.

3. The Profile has multiple Tabs that display detailed information. Click on each Tab to view more information about the component.

Tab	Information
General	Displays general information about the component such as the Product code --Unit number --expiration date and unit status. The Available Quantity, Sub-location and ethnicity fields may be edited directly on the Component Profile window.
Extended Typings	View the known antigens and antibodies for the component.
Tests	View tests completed on component.
Segments	View segments associated with the component – available & unavailable
Orders	View orders that have been associated with the component.
Modifications	View the modifications that have been performed on the component
Prohibiting Factors	View the prohibiting factors that prevent the component from being Available
Additional Info	View additional information for the component. Can add comments about the unit.

4. Extended Typings Field
   - Active Out = historical type, or testing done by BWNW.   It is <u>not</u> a result for a test performed in SafeTrace Tx.
   - Active = testing done in SafeTrace Tx

5. Additional Information Field:
   - Enter Date / Time
   - Unit comments – Free Text such as "Ag typing done by BWNW". Save.

6. With the Component Profile still open, select **Utility > Activity > Components**. The Component Activity window opens which will give you additional information concerning the testing and issuing history of the unit.

7. The Component Information is already populated and the activities for the component appear in the Component Activity grid. Note that the Reference ID next to the where the arrow is pointing is the **Transfer ID #**. This column is normally at the far right of the screen and must be scrolled to in order to find it.

8. Click **Close** to exit the Component Activity window.

9. Click the X in the upper right corner to close the Component Profile window.

REFERENCES

AABB Standards for Blood Banks and Transfusion Services, current edition

AABB Technical Manual, current edition