WORK INSTRUCTION



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R-W-TS-0322-01

PRE-LABELING UNITS FOR EMERGENCY RELEASE

⊠ 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 pre-labeling the O Negative and O Positive blood designated for possible Emergency Release.

BACKGROUND

When emergency uncrossmatched blood is needed, time is of the essence. In order to shorten preparation time, designated O Negative and/or O Positive units labeled as un-crossmatched, are set aside with accompanying paperwork, ready to go. Two designated "Emergency-Ready" blood units are kept in inventory at all times.

SUPPLIES

- Transfusion Record Emergency Release Form
- Emergency Blood Transport Log M-F-TS-1020

One of the following for each unit to be pre-labeled:

- "Uncrossmatched Blood" Label
- Safe-T-Vue or other Temperature monitor for sending in a cooler
- Epic Downtime Inpatient Blood Administration form

STEPS FOR PRE-LABELING

<u>NOTE:</u> Choose two non-irradiated O Negative and/or O Positive units with the longest expiration dates and notify SJMC of the Unit Numbers being pre-labeled so those segments can be segregated from remote crossmatch.

Prepare as follows:

1. Transfusion Record Emergency Release Form:

- a. Check the box for your Hospital at the top
- b. Check the applicable statement #1

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c. Record the Unit Numbers and ABO / Rh of each unit.

2. Emergency Blood Transport Log:

- In the "For Transfusion Service Only" section, record:
- a. Product (RBC)
- b. Blood type
- c. Unit Numbers
- In the "For Hospital Department Use Only" section, record:
- a. Product (RBC)
- b. Unit Numbers

3. Affix the "Uncrossmatched Blood" sticker to the front of each unit.

- 4. Affix the temperature monitor to the back of each unit (if used at your site).
- 5. Make a Photocopy of the Front of each unit. Keep these, along with the EPIC Downtime Inpatient Blood Administration form with the units.
- 6. Place the Pre-labeled Units, the Transfusion Record Emergency Release Form, the Emergency Blood Transport Log (if used) and the EPIC Downtime Inpatient Blood Administration form in the designated area of the Blood Refrigerator.
- 7. Check these units daily to ensure the Temperature indicators are still fine and verify that labeling and paperwork is complete and correct. Rotate the units weekly to keep the longest dated O Units set up.

REFERENCE

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AABB Standards for Blood Banks and Transfusion Services, current edition

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