✚ CHI Franciscan Health

Blood Product Inventory Policy, M-PO-TS-0302-12

POLICY

The FHS Transfusion Service maintains inventory of blood products adequate to meet the needs of the patients it serves. RBC units are inventoried daily, while stored remotely at SAHBB, SCHBB, SEHBB, and SFHBB, and blood unit segments are maintained for purpose of centralized crossmatching performed at SJMCBB. Crossmatched units are excluded from the daily inventory count. Our blood supplier delivers twice daily (M-F - Order by 0700, and 1600), and once per day (Sat/Sun - Order by 0700) on predetermined route schedules.

MINIMUM INVENTORIES

SJMC

	O POS	O NEG	A POS	A NEG	B POS	B NEG	AB POS	AB NEG
LR RBCs	40	20	30	10	10	6	2	0
LR/Irrad RBCs	8	4	8	4	4			
FFP	30		30		20		20	
THAW PLASMA			2				2	
CRYO	10 units pooled Cryo (each pooled unit = 5 cryo). Any blood type 1 AB single cryo for neonatal use							
PLT	6 platelets ***Minimum of two platelets at all times on TRAUMA days***							
NEONATAL RBCs	1. Emergency transfusions: **LIRBC = O Neg, CMV Neg, HBS Neg, Fresh (≤ 7 days old)** This blood is on a standing order with BWNW, shipped to SJMCBB routinely on Tue (1 unit) and on Fri (1 Unit)							

2. Aliquot orders = Order STAT from BW– plan on 3-4 hrs for initial order, each RBC aliquot will be IRR and then shipped

3. SFH maintains 1 fresh (<7 dy) O Neg RBC for resuscitation of newborn. (waive HgbS, CMV and Irrad)

SAH, SCH, SFH

	O POS	O NEG	A POS	A NEG	B POS	B NEG	AB POS	AB NEG
LR RBCs	10	5	10	4	4		2	
LR/Irrad RBCs	2	2	2					
FFP	4		4		2		4	
Cryo	2 units pooled Cryo (each pooled unit = 5 units cryo) – any blood type							
RhIg (Rh Immune Globulin)	5 doses							

SEH

|	O POS	O NEG	A POS	A NEG	B POS	B NEG	AB POS	AB NEG
LR RBCs	8	5	8	4	4			
LR/Irrad RBCs	2	2	2					
FFP							8	
Cryo	2 units pooled Cryo (each pooled unit = 5 units cryo) – any blood type							
RhIg (Rh Immune Globulin)	5 doses							

RELATED DOCUMENTS

R-W-TS-0452	BloodHub® Ordering and Inventory Management
BWNW provided Manual Order Forms	SAH Inventory Order Form SCH Inventory Order Form SEH Inventory Order Form SFH Inventory Order Form SJMC Inventory Order form

MONITORING INVENTORY

Flex standing inventories up when necessary in anticipation of extreme weather conditions or known significant transportation issues. SAH, SCH, SEH, SFH should stock FFP much higher than the minimum inventories listed in the table in order to place an order to Bloodworks NW (BWNW) just twice a month while still meeting policy requirements.

St. Joseph Medical Center

1. Open **Option > Reports** and run Safetrace report titled "Outdated Products Not Disposed" for RBCs for SJMCBB and each remote site (SAHBB, SCHBB, SEHBB, and SFHBB)

   ◦ Discard any expired units and notify remote site to remove units from physical locations as necessary
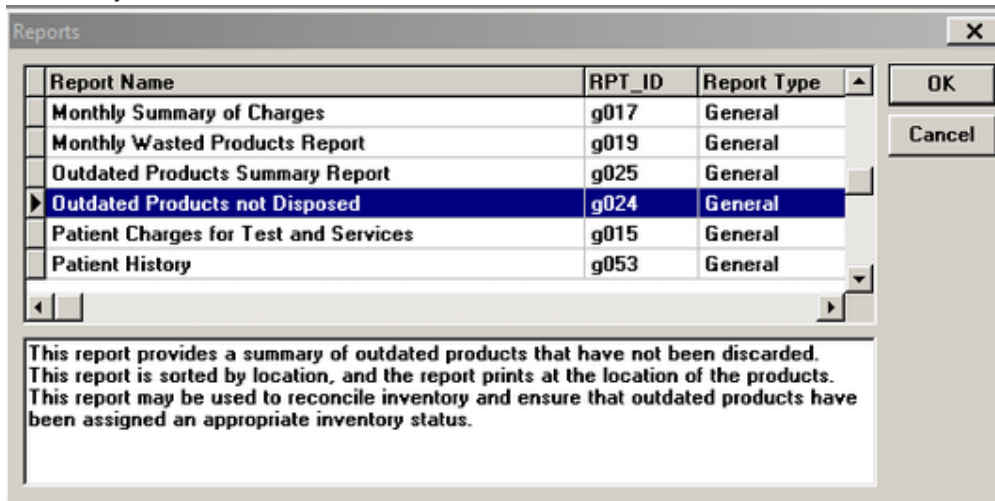

2. Open Safetrace "Inventory Level Report" from reports menu

   ◦ Chose detail by: Product ID (radio button)

   ◦ Enter each location, SJMCBB and each remote site (SAHBB, SCHBB, SEHBB, and SFHBB) Chose OK to preview or print

   ◦ Chose "Detail" and observe RBC product type at each location

     ▪ Each location may run FFP and Cryo inventory levels as necessary

3. Open **Utility > Inventory Level > Components** and generate an inventory report for each site (SJMCBB, SAHBB, SCHBB, SEHBB, and SFHBB). This report can be used to reconcile RBC inventory at SJMCBB, and to monitor inventory levels at the other sites.

4. Any short dated units are flagged for priority use. SJMCBB will request the transfer of short-dated units back to SJMC from the other hospitals, as necessary to appropriately manage inventory.

5. At SJMCBB and Harrison (HMCBBB), the product orders are electronically entered into web location for BloodHub®. See titled "BloodHub® Ordering and Inventory Management".
   Note: *If a STAT inventory order is placed, you MUST call them to notify them (425-656-3081 ☎) as BloodHub is not currently monitored at BWNW in real time.*

6. Should BloodHub or the internet be down, a manual Inventory Order Form will be prepared.

   ◦ Fax the order to 425-251-3228 at Bloodworks NW (BW).

   ◦ Phone BW to let them know you are sending a fax: Call **425-656-3081**

7. The following time schedule applies to placing SJMC inventory orders twice per day in Bloodhub®:

   ◦ 0500 – 0700 **daily** for the scheduled delivery at 0900.

   ◦ 1600 – 1800 Monday through Friday for the scheduled delivery at 2000.

Note: There is no PM delivery on Saturdays or Sundays – just one daily delivery provided on weekends.

St. Anthony, St. Clare, St Elizabeth, St. Francis

1. **Option > Reports** and run an "Inventory Level Report" to generate an inventory report each day and to reconcile RBC inventory.
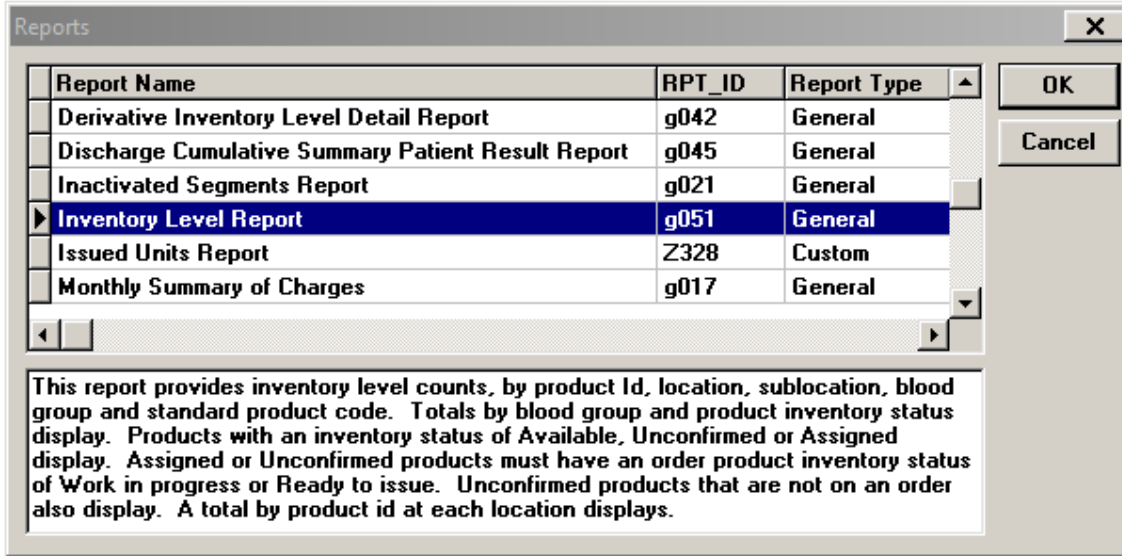
2. BWNW expects routine orders/deliveries of frozen products on the 1st and 3rd Tuesday of each month. Fax your orders for Pooled Cryo and/or FFP no later than 0645 on the date of delivery.

   ◦ **Main Fax: 425-251-3228**

   ◦ **Backup Fax: 425-251-3574**

3. Phone BW to let them know you are sending a fax:

   ◦ **Telephone: 425-656-3081**

REFERENCES

AABB Technical Manual, current edition

AABB Standards for Blood Banks and Transfusion Services, current edition

Attachments:

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image2.png

image3.png

Approval Signatures

Approver	Date
Arlene Brennan: Administrative Coordinator	01/2018
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