#### Performing Blood Product Entry Corrections in Blood Component Prep

|  |  |
| --- | --- |
| Purpose | To provide direction for performing a correction to a blood product using blood component preparation (BCP) function. |

|  |  |
| --- | --- |
| Policy | * Function BCP is used to ONLY correct unit component codes. It is important to note that the unit number and the division number cannot be modified. * Once the unit component has been corrected the ISBT Product code must be added to the component code before unit can be used again. * Corrections for other component changes occur in function BPE (Refer to “Performing Blood Product Entry Corrections in Blood Product Entry” SOP). Below is a list of corrections performed in BPE. * ABO * Rh * Expiration Date/Time * Receive Date/Time * AT/Directed Donor assignee information * Antigen/Antibody/Attribute * Add ISBT Product Code |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | |  |  | | --- | --- | | Step | Action | | 1 | Open Blood Component Preparation icon in Sunquest | | 2 | Click on the value field and enter component preparation function code “SFIX”. | | 3 | Enter the information in the following fields: Date, Time, Shift, and Tech.; use the TAB key to advance to the next field. | | 4 | Press “ALT C” or Click on “Continue”. | | 5 | “Unit #” field: Barcode or enter unit number in:   * Use the drop down arrow to select appropriate product if “Component” doesn’t fill in automatically. * Use the drop down arrow to select the appropriate division if “Division #” does not filling automatically. | | 6 | Click on highlighted Component box and enter the correct component code, <TAB>. | |

Continued on next page

, Continued

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| (continued) | |  |  | | --- | --- | | Step | Action | | 7 | Container Field: Enter the appropriate container code (listed in the table), <Tab>.   |  |  | | --- | --- | | Component | Container code | | PAL, PAL1, PAL2, PAIL, PAIL1, PAIL2 | SGLA | | PCL, PCIL | SGL260 | | QIL | DIVR | | QWIL | DIVR | | PWL, PWIL | SGL | | DPPIL, DPPIL1, DPPIL2, DPPIL3 | DIVP | | PPL, PPL2, PPL3, PPL4, PPIL, PPIL2, PPIL3, PPIL4 | SGL | | FFP | FFPCNT | | FDT | DIVF | | FFPT, PTHW, PTHW1, PTHW2, PTHW3, PTHW4 | SGL | | FPJT, JPTHW | JUMBOD | | FP24, FP241, FP242, FP243, FP244, FP24T, FP241T, FP242T, FP243T, FP244T | SGL | | CRY, CRT | SGLC | | CP, CPT | CRYP | | | 8 | Volume Field: Enter the component volume, <Tab>. | | 9 | Expiration Date Field: Enter the correct expiration date,   |  |  | | --- | --- | | If ... | Then ... | | Input expiration date is ≤ output expiration date | <Tab> | | Input expiration date > output expiration date | A QA warning box will popup, click the “Acknowledge” check box and then click on save |   . | |
|  |  |

Continued on next page

, Continued

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| (continued) | |  |  | | --- | --- | | Step | Action | | 10 | Expiration Time Field: Enter the correct expiration time, <TAB>. | | 11 | In the Task 1 section review the input and output information.  Note: Under product code there will be a “\*” instead of a E code.   |  |  | | --- | --- | | If… | Then… | | Input and output information is correct | No action needed. | | Output information is incorrect | * Using cursor, click on the incorrect information and then type in the correct information. * <TAB>. | | | 12 | Press “ALT S” or click on “Save”. | | 13 | Click on “Finish”   * If “Override of QA Failures” box appears a CLS must review and override it if appropriate before continuing | | 14 | Proceed to “Entering Blood and Manufactured Components in Blood Product Entry” SOP, step 13 to add ISBT Product Code. | |