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**Owner:** Nadera Poirier: Spvr,  
 Transfusion Services  
**Policy Area:** Lab - Transfusion Service  
**References:**  
**Applicability:** Sutter Roseville Medical Center

## Keep Ahead Orders (XMKEEP)

### PURPOSE

To provide instructions on how to process and result keep ahead orders (XMKEEP).

### POLICY

- Clinicians can place "keep ahead" orders to replace crossmatched units of RBCs as they are issued.
- This order is appropriate for unstable patients using several units per day and should be used for 24 to 48 hours.
- Clinicians do not need to place additional crossmatch (ADDXM) orders while a XMKEEP is active.
- XMKEEP orders expire along with the specimen being used for the crossmatch. New XMKEEP orders must be placed with new TS/XM orders if clinicians want to continue to keep ahead units.
- A courtesy call will be placed in the morning on the day the patient specimen (TS or XM) expires to acute care floors (TNI and ICU) to notify clinicians of expiration of the order.
  - Transfusion Services CLS will place the call and document date, time, and RN notified as a non-chartable comment (BBCNC) in the XMKEEP accession.
  - It is the nursing unit's responsibility to notify the clinician of the expiring order and to obtain a new order if needed.
- If XMKEEP order is placed and there is no in-date XM or ADDXM order, RN will be notified of need for order.
- XMKEEP orders must indicate a number of units to keep ahead. If none noted, call will be placed to RN to clarify.

### PROCEDURE

Step:	Action:
1.	Result XMKEEP order in <i>Blood Order Processing</i> . In <i>BB Comment Charted (BBC)</i> field enter free text comment: ";;Keep ahead # units."
2.	In <i>Add Spec. Test</i> field, add test ";;RN" to insert armband field and enter armband of active specimen, followed by <i>Save</i> .
3.	In the active TS/XM order, add <i>BBCNC</i> and result with a free text comment: ";;Keep ahead # units."
4.	Allocate number of units requested in the TS/XM order, then change <i>Units Ordered (UO)</i> field to reflect addition.

5.	Document patient name, specimen expiration date, # of units to keep ahead, blood type, and special attributes on XMKEEP board.
6.	Continue adding units to original TS/XM order to replace those issued. <ul style="list-style-type: none"> <li>• CLS must be notified of need for additional crossmatches when product is issued by SLA.</li> </ul>

All revision dates:

**Attachments**

No Attachments

**Approval Signatures**

Step Description	Approver	Date
Medical Director	Lindsey Westerbeck: Dir, Lab	pending
Laboratory Director	Lindsey Westerbeck: Dir, Lab	12/27/2021

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