**Purpose**

To provide instructions for performing Blood Label Check function in Sunquest. This function is used to confirm the label of the product, which is then automatically moved in SQ to “available” status when BLC is resulted.

* Manual additions to Hematrax labels will be verified by a 2nd tech prior to labeling the blood component with a new Hematrax label.
* Blood Label Check will be done manually during SQ Downtimes, using Downtime SOPs

**Procedure**

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| --- | --- | --- |
| **Step** | **Action** | **Related Documents** |
| **1** | |  |  | | --- | --- | | BLC is applied to the following products and *the product status is changed from “Unprocessed” to “Available” in SQ when BLC is resulted.* **Product** | **When BLC is performed** | | Apheresis Platelets single bag | * At receipt of product (no re-label required) | | Apheresis Platelets double bag | * At Component Preparation (Combination and re-label) | | Frozen Plasma | * At Component Preparation (Thaw and re-label) | | Frozen Cryoprecipitate | * At Component Preparation (Thaw and re-label) | | Liquid Plasma | * During Blood Product Entry correction of product expiration | | * Blood Product Entry * Preparation of Combined Platelets in SQ * Preparation of Thawed Plasma in SQ * Preparation of Cryoprecipitate in SQ * Receiving and Processing Liquid Plasma |
| **2** | Perform Component Preparation function or Blood Bank Label Print on product.   * Sunquest generates Hematrax label | See Documents in Step 1. |
| **3** | Retrieve Hematrax label from printer. |  |
| **4** | Examine the label:   * Intact, legible, and complete * Unit number matches exactly * Unacceptable labels can be reprinted BBLP. | * Blood Bank Label Print (BBLP) |
| **Step** | **Actions** | **Related Documents** |
| **4** | Complete label by adding ACD volume, if applicable using a moisture proof pen. |  |
| **5** | Open Blood Label Check (BLC) function |  |
| **6** | Utilizing the **NEW** Hematrax label:  Scan in unit number   * Scan the unit component to verify the correct component type. |  |
| **7** | Click Search |  |
| **8** | With the cursor in the ABO box:   * Scan the ABO/Rh from the new label * Advance the cursor to the expiration date field * Scan the expiration date/time from the new label. |  |
| **9** | Click “Check Label”   * If the data matches the Label Check test is resulted with Label Checked. Click SEARCH to confirm status and label check resulted. * If the data does not match, incorrect data is displayed for correction. A message displays. |  |
| **10** | Click SEARCH in BLC   * Confirm blood component status has changed to AVAILABLE.   Note: Can also check unit “Available” status using Blood Bank Inquiry |  |
| **11** | **Perform 2nd tech verification of labels requiring manual entry, additional sticker(s) and/or correction:**   * A second person verifies that the following are identical on the original label and the Hematrax label:   + Unit Number   + ACD Volume   + CMV Status   + Low Titer Plasma sticker attached if AG/AB LTP is attached to the unit in SQ * Complete Label Verification Form. | * Label Verification Form * SQ Blood Product Entry |
| **12** | Affix label to cover previous label completely. The original unit # on the blood unit should remain visible and scan-able |  |

**References:**

Standards for Blood Banks and Transfusion Services, Current Edition. American Association of Blood Banks. AABB Press, Bethesda, MD.

Hematrax ISBT-128 Blood Component Stand Alone Labeling Application, Version 6.2.1

Blood Bank User Manual , Mysis Laboratory, Version 7.1