**Purpose**

To describe the steps taken to bill for prepooled plasma units used during plasmapheresis procedures

**Procedure:**

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| --- | --- | --- |
|  | **Action** | **Related Documents Title** |
| **1** | * Pooled plasma will scan in as such when brought into the system. * The product code is FFPP | Blood Product Entry |
| **2** | * + Allocate the product in BOP   + Add on test UIPP to the unit using the add on test box on the bottom left of the screen.   + Hit Tab to accept.   + UIPP will appear in the field to the right of the unit number.   + Tab down   + Enter “**; ;**”(semi-colon twice) then the number of units in the pool. | Blood Order Processing Overview |
| **3** | * + Hit SAVE.   + The system will charge a pooling fee and multiple the unit charge by the number of units in the pool. |  |

**References:**

Blood Bank User Guide, Misys Laboratory