**Purpose**

To provide instructions for printing blood product labels outside of the Blood Component Preparation Function in Sunquest.

**Procedure**

|  |  |  |
| --- | --- | --- |
| **Step** | **Actions** | **Related Documents** |
| 1 | Open BBLP function. |  |
| 2 | Select label type   * Full face * All 4 quadrants of the label are printed * ½ label of Product/Date * Bottom 2 quadrants of the label are printed | Table A: Products and label types |
| 3 | Scan Unit number if available. Type only if scanning is not available. |  |
| 4 | Scan Product Type (Do not let the field auto-fill)   * The system will open a window on the right which populates with all the unit information. |  |
| 5 | Select ADD   * If multiple copies of the same label are required, you must change the number of copies at the top of the screen. |  |
| 6 | Select PRINT and labels requested will print. |  |
| 7 | BLC must be performed EVERY TIME A NEW LABEL IS APPLIED.   * Follow the BLC procedure for the product type being labeled. | Blood Label Check (BLC) and Verification |

**Table A: Products and label types**

|  |  |  |
| --- | --- | --- |
| **Product** | **Label type** | **Comments** |
| Thawed Plasma | ½ |  |
| Liquid Plasma | ½ |  |
| Combined Platelet | ½ |  |
| Frozen Plasma | Full | Defaced label by pen markings, etc |
| FIX function | Full | Incorrect thaw process used, etc |
| Split RBC | Full | RBC split into smaller bags |
| RBC | Full | Defaced label by pen markings, etc |
| Platelet | Full | Defaced label by pen markings, etc |

**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 7.2