University of Washington Medical Center 1959 NE Pacific Street. Seattle, WA 98195 Transfusion Services Laboratory Policies and Procedures Manual	Original Effective Date: 03-11-16 Revision Effective Date:	Number: PC-0017.02

TITLE: Returning Issued Blood Components to Inventory

PURPOSE:
To describe the process for evaluating blood components returned from an issued status prior to acceptance back into inventory or placing into quarantined status

PRINCIPLE & CLINICAL SIGNIFICANCE:
Principle
Blood components issued for transfusion and returned must be inspected to ensure all applicable Food and Drug Administration (FDA) and AABB requirements are met prior to acceptance back into inventory

Clinical Significance
Blood components issued for transfusions are susceptible to damage and increased risk for bacterial contamination if proper temperatures and handling practices are not maintained. Transfusion of components not maintained at the appropriate temperature may lead to reduced effectiveness of the product and can increase the risk of an adverse reaction in the recipient if transfused

POLICIES:
Blood components may be returned and accepted into inventory for reissue only if the following conditions are met:

- Component is not spiked
- Appropriate temperature was maintained
  - Red Blood Cells & Plasma – 1-6°C if returned from issue in a monitored blood refrigerator
  - Red Blood Cells & Plasma - 1-10°C if returned from transport (not stored in a monitored blood refrigerator)
  - Platelets, cryoprecipitate and granulocytes – 20-24°C
- Red cell blood components have one integrally attached segment
- Component passes visual inspection and inspection is recorded
- Products stored outside of TSL monitored environment (returned > 30 minutes from issue time, in or out of temperature range), must be approved by the TSL MD prior to acceptance back into inventory.

SPECIMEN REQUIREMENTS:
NA

REAGENTS/SUPPLIES/EQUIPMENT:

Reagents:	Supplies:	Equipment:
NA	Calibrated thermometer "Quarantine" stickers	LIS

QUALITY CONTROL:
NA
INSTRUCTIONS:

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Verifying Blood Component Acceptability for Return to Inventory

STEP	ACTION
1	**If:** RBC or Thawed Plasma maintained in a monitored blood refrigerator **Then:** • Verify refrigerator maintained within acceptable temperature range of 1-6°C during storage **If** Acceptable → **Then** • Go to step 5 **If** Not acceptable → **Then** • Quarantine Component • Go to next section Returning Blood Components in LIS **If:** Product out of monitored storage **Then:** • Go to next section
2	**If out of monitored storage** < 30 minutes → **Then** Go to next step **If out of monitored storage** ≥ 30 minutes → **Then** • Quarantine Component • Go to next section Returning Blood Components in LIS
3	Use a NIST calibrated thermometer to verify the temperature by placing the thermometer between two components (if possible) or sandwich the single product and read temperature after 3-5 minutes **For** RBC or Thawed Plasma issued for transfusion → **Acceptable Temperature Range** 1-10 °C **For** Platelets, cryoprecipitate or granulocytes → **Acceptable Temperature Range** 20-24 °C
4	**If components is** Within acceptable temperature range → **Then** Go to next step **If components is** Outside of acceptable temperature range → **Then** • Quarantine Component • Go to next section Returning Blood Components in LIS
5	Perform visual inspection (refer to SOP *Visual Inspection*) **If visual inspection** Passes → **Then** • Component is acceptable for return • Go to next section

	Fails	• Quarantine Component • Go to next section Returning Blood Components in LIS

Returning Blood Component in LIS

STEP	ACTION
1	**If returning in SQ** / **Then** Immediately: Open "Blood Status Update" function and retain the default "Update Option" <Unit Update> Later: Record the return time on the Transfusion Record and place the component in the correct storage area until it can be returned in SQ **NOTE**: If Sunquest is down the return is documented on the Downtime Issue Log and must be entered into Sunquest as soon as feasible.
2	Scan the unit number and component type at the "Unit Selection" prompt Note: The unit number may be manually entered if unable to scan
3	Tab through the current date and time or update if necessary when entering information from the downtime issue log
4	Select the appropriate "New Status" from the drop down box and then <Tab> **If unit is** / **Then select** Acceptable for return to inventory: • Inventory (INV) and ~~click~~press <tab>, <tab> to bypass the Temperature field (Do not enter temperature date) • Perform a visual inspection and answer the "Pass visual inspection?" in SQ by clicking the "Yes" or "No" box Not acceptable for return to inventory: • Quarantine • Enter the reason for quarantine into Sunquest **EXAMPLES**: QAPEAP = product expired, OMS30 = out of monitored storage greater than 30 minutes **NOTE**: If an appropriate reason cannot be located use code BBR – Blood Bank Reason and enter a free text comment to explain the circumstances of the return **NOTE:** Do not enter temperature data in this field. There system does not have logic to alert the user if the temperature is out of range. If there are concerns regarding product transport conditions, refer to SOP: Quarantine and Final Disposition of Blood Components.
5	Click <9.Unit Location>
6	Update the location if necessary and Click <OK> in the "Location Update"
7	Click <Save>

8	Select the appropriate response at the "Reallocation of unit' window **If transfusion of the unit is** / **Then** Still anticipated: • Select 'Allocated' from the drop down menu • Save • Request reprint of Transfusion Record from the TSL MLS (refer to SOP *Sunquest Blood Order Processing Navigation*) • Retag unit Has been cancelled: • Select 'Released' from the drop down menu • Save
9	• Return the unit to the appropriate storage location

CALCULATIONS/INTERPRETATIONS/RESULTS REPORTING/NORMAL VALUES/CRITICAL VALUES
NA

CALIBRATION:
NA

NOTES AND LIMITATIONS:
- If it is not possible to return a unit to the UWMC TSL due to breakage, notify a TSL Lead and complete a QI Form to be used for tracking the event and final disposition purposes

REFERENCES:
- Technical Manual. Current edition, Bethesda, MD: AABB,
- Standards for Blood Banks and Transfusion Services. Bethesda, MD; AABB, current edition
- Sunquest users Guide version 8.1

RELATED DOCUMENTS:
SOP: Visual Inspection of Blood Components
SOP: Quarantine and Final Disposition of Blood Components Attaching the Transfusion
SOP: Sunquest: Blood Order Process Navigation
Form: Downtime Issue Log

ADDENDUM:
NA

UWMC SOP Approval:

Chief of Clinical Services (CLIA Medical Director)	Mark H. Wener, MD	Date
Transfusion Service Manager	Deanne Stephens	Date
Transfusion Service Compliance Analyst	Christine Clark	Date
Transfusion Service Medical Director	Monica B. Pagano, MD	Date

UWMC Biennial Review:

	Date
	Date

SCCA SOP Approval:

SCCA CLIA Medical Director	Brent L. Wood, MD	Date
Director, Transfusion Services	Terry Gernsheimer, MD	Date
Alliance Lab Manager		Date

REVISION HISTORY:
04/22/2018: Updated to include changes due to Sunquest 8.1 upgrade.