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| **University of Washington,** **Harborview Medical Center****325 9th St. Seattle, WA, 98105****Transfusion Services Laboratory****Policies and Procedures Manual** | **Original Effective Date:**April 1st 2011 | **Number:** **5000-3** |
| **Revision Effective Date:****5/25/2021** | **Pages: 2** |
| TITLE: Historical Data Reconciliation  |

**Purpose**

To describe how the HMC Transfusion Service will reconcile historical patient data with current patient information when duplicate records exist across the UW Medicine System.

**Policy**

* Data downloaded to Sunquest (SQ) from the Bloodworks Northwest database during our historical data dump will not be used to qualify a patient for computer crossmatch as downloaded data does not contain serologic reactions
* Clinically significant antibody histories downloaded from the Bloodworks Northwest database will be honored
* Transfusion attributes will be honored until a review by the TSL Medical Directors has been performed
* Irradiation
* Leukoreduction
* Hemoglobin S negative
* Washed
* Volume Reduced
* CMV negative attributes will be removed and replaced with Leukoreduced.
* ABO/Rh testing performed at sites other than the UWMC TSL are not considered valid for transfusion purposes.
* Harborview, UWMC, SCCA, and UW Neighborhood clinics (N) medical record numbers on the same patient will be linked in Sunquest to honor any antibodies and special requirements
* Patients at HMC receiving care under a different MRN will be linked to existing MRNs in Sunquest

**Procedure**

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| **Step** | **Action** | **Related Documents**  |
| 1 | MLS tech will be responsible for linking multiple MRNs when performing the following actions:* History check for every patient that does not have a linked record
* Reconciliation of the Patient merge report
 | Historical Data Reconciliation and Linking Form |
| 2 | Log into Epic Hyperspace* Click on Review or Encounter
* Type in the current MRN for the patient, click Find Patient
* Verify name and date of birth
* Scroll to find Harborview, UWMC, and UWPN MRNs listed for the patient. Record MRNs
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| 3 | Verify the different MRNs for the patient in Sunquest |  |

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| **Step** | **Action** | **Related Documents**  |
| 4 | Search MRNs in SQ BBI for history. If an H MRN (H number) remains unmerged, see Table A for instructions | Using Blood Bank InquiryTable ALinking Patient Records in Sunquest |
| 5 | The LINK process will be performed for the following* Patient with H, U and/or N MRNs
* Patients with multiple MRNs that have transfusion testing history
* Patients with the same MRNs and have different HIDs (U, H) that are not yet linked
 | Linking Patient Records in Sunquest |
| 6 | For patients that have testing completed under an H MRN which has not been merged with the U MRN (HID H)* Forward information to the TSL Manager. The TSL Manager will send a Merge request to DLMP IT.
* SQ will not allow for electronic crossmatch without two ABO determinations.
* If crossmatch or allocation is needed prior to Merge, the patient will require two samples for ABO/Rh.
* Refer and comply with antigen-antibody and transfusion requirements from the H MRN when issuing components.
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| 7 | Handoff the completed form for second tech review | Historical Data Reconciliation and Linking Form |
| 8 | For discrepancies that do not meet these guidelines, contact MLS Lead to resolve |  |

**Table A**

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| **If H MRN (H number) has** | **New MRN HID (H) has** | **Both MRNs are merged** | **Then** | **Action** |
| BAD | No BAD | No | See Step 6 | None |
| BAD | No BAD | Yes | BAD is merged | None |
| No BAD | BAD | Yes or No | There is nothing to merge | Link patient records in SQ |
| BAD | BAD | Yes | BAD is not merged but stored in the Merged Patient Data tab under SQ BB Administrtative Data Inquiry | Search patient in SQ BB Administrative Data Inquiry. Enter pertinent Merged Patient Data into new HID (H), if applicable. |

**BAD = Blood Bank Administrative Data**

**References:**

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

Blood Bank User Guide, Misys Laboratory version 8.1