

Overview of BloodTrack Manager

Objectives

- Identify how to see the Haemobank's inventory in BloodTrack Manager (BTM)
- Identify the main menu buttons used by Montlake
- Identify the Transactions performed by Montlake
- Determine if there are alerts that need to be acknowledged
- Explain the difference between units allocated to a patient and have Unit Status of Assigned vs Available in BTM
- Identify which units can be Unassigned in BTM

Terminology

- Dereservation Date: The date that the crossmatch will expire. Only present for units electronic crossmatched in the Haemobank
- Activate Out: Import unit to BloodTrack Manager software
- Return Stock: Export unit from BloodTrack Manager software
 - Also used to reset the unit so it can be Activated Out again
- Unassign: Release from allocation
 - Only able to perform if the unit is not physically labeled with patient information
- Remote Allocation: The unit was removed from the Haemobank for the patient

BloodTrack Manager

1. 2. 3.

Storage	Temp (C)	Red Cells	Plasma	Unusable
HaemoBank Refrigerator	35	0		10

Ready... 1 record Connected

1. There is an active alert
 - Alert button is gray when there are no alerts active
2. The storage location has no alarms or needs (it is green)
3. The temperature is acceptable (it is green)

BloodTrack Manager

1. 2. 3.

Storage	Temp (C)	Red Cells	Plasma	Unusable
Haemobank Refrigerator	4.0	35	0	10

Ready... 1 record Connected

1. There are 35 RBCs in the Haemobank
2. There are no plasma in the Haemobank
3. There are 10 unusable units in the Haemobank

BloodTrack Manager

- Double click the storage location (we only have one at this time) to see the courier status

Storage	Temp (C)	Red Cells	Plasma	Unusable
HaemoBank Refrigerator	4.0	35	0	10

Ready... 1 record Connected

BloodTrack Manager

- Label count
 - It prints two labels per unit so halve the label count to tell how many units can be allocated before running out

The screenshot displays the BloodTrack Manager software interface. On the left, there is a sidebar with navigation buttons: Alerts (highlighted in red), Transactions, Reports, Remote, ASK Manager, and Configuration. The main area features a table with the following data:

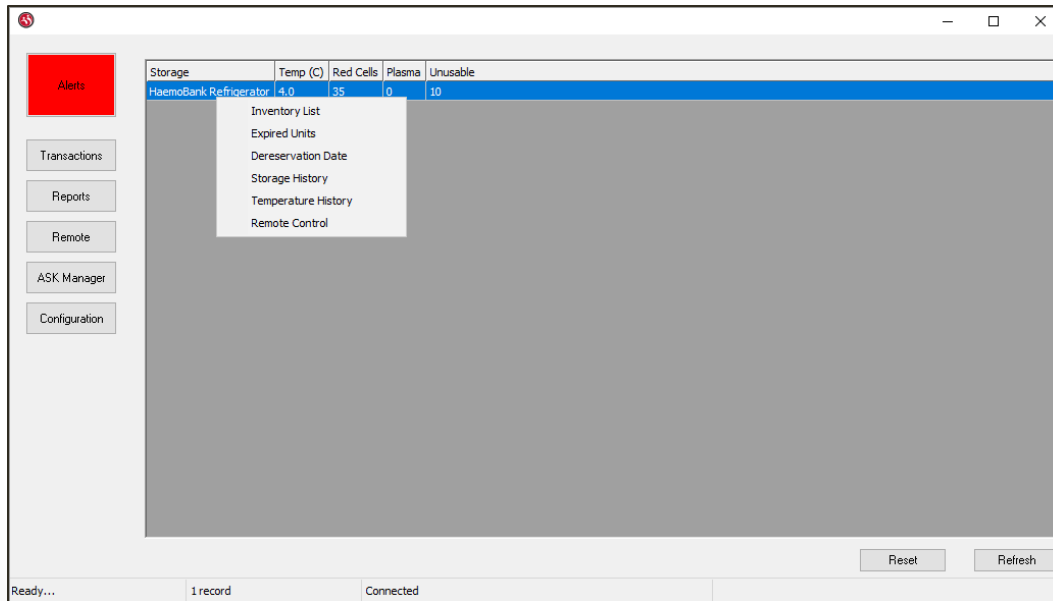
Storage	Temp (C)	Red Cells	Plasma	Unusable
HaemoBank Refrigerator	4.0	35	0	10

A pop-up window titled "BloodTrack Courier Status" is centered on the screen. It displays the following information:

- Kiosk: KIOSK
- Storage: HaemoBank Refrigerator
- Location: NW Lab
- Last Heard: 20-Oct-2020 08:12:27
- Elapsed: 2 minutes ago
- Emergency Blood: Enabled
- Temperature: 4.0 C
- Label Count: 98

The "Label Count" field is highlighted with a purple box. At the bottom of the pop-up window is an "OK" button. The main interface also includes "Reset" and "Refresh" buttons at the bottom right, and a status bar at the bottom left showing "Ready...", "1 record", and "Connected".

BloodTrack Manager

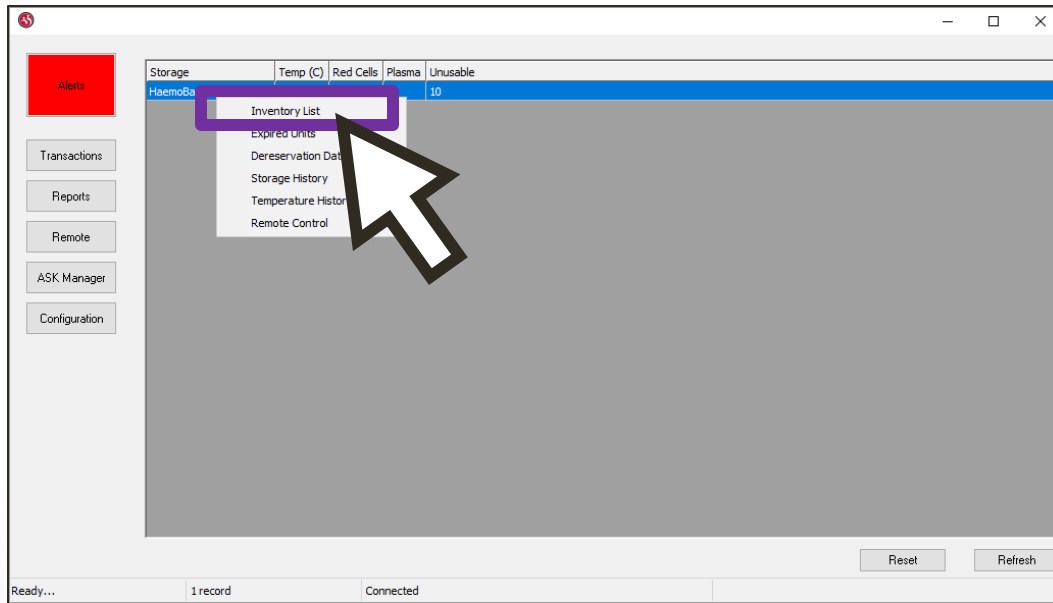


- Right click the storage location (we only have one at this time) to see:
 - Inventory List
 - Expired Units
 - Dereservation Date
 - Storage History
 - Temperature History
 - Remote Control

BloodTrack Manager

- Click Inventory List

- These are the units physically in the Haemobank right now



BloodTrack Manager – Printing Inventory Report

BloodTrack Manager®

Inventory Report for HaemoBank Refrigerator for units in storage of least 0 Days

Unit	Blood Group	Product Code	Product	Expiration Date	Patient	Dereservation Date	Unit Status	Storage Date
W1416 20 200016 J	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59	ZZTEST, RAINBOW (A159487)	23-Oct-2020 23:59:59	Assigned	20-Oct-2020 12:26:08
W1416 20 400002 E	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	04-Nov-2020 23:59:59	ZZTEST, MOONBEAM (A1597530)		Available	20-Oct-2020 11:06:18
W1416 20 200031 L	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59	ZZTEST, APRIL (A159263)	27-Jan-2021 23:59:59	Assigned	16-Oct-2020 14:36:46
W1416 20 200030 N	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59	ZZTEST, APRIL (A159263)	27-Jan-2021 23:59:59	Assigned	16-Oct-2020 14:17:27
W1416 20 200024 J	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	20-Oct-2020 12:26:16
W1416 20 200032 J	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:36:54
W1416 20 200033 H	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:00
W1416 20 200034 F	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:06
W1416 20 200035 D	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:12
W1416 20 200036 B	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:17
W1416 20 200037 9	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:23
W1416 20 200038 7	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:29
W1416 20 200039 5	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:34
W1416 20 200040 J	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:39
W1416 20 200041 H	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:45
W1416 20 200042 F	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:50
W1416 20 200043 D	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:55
W1416 20 200044 B	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:38:03
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W1416 20 500030 G	O Neg	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	22-Jan-2021 23:59:59			Available	19-Oct-2020 16:21:52
W1416 20 200023 L	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	20-Oct-2020 12:25:33
W1416 20 200018 F	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	20-Oct-2020 12:25:17
W1416 20 200020 R	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	20-Oct-2020 12:25:24
W1416 20 200060 B	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	21-Oct-2020 13:07:08
W1416 20 200021 P	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	20-Oct-2020 12:25:44
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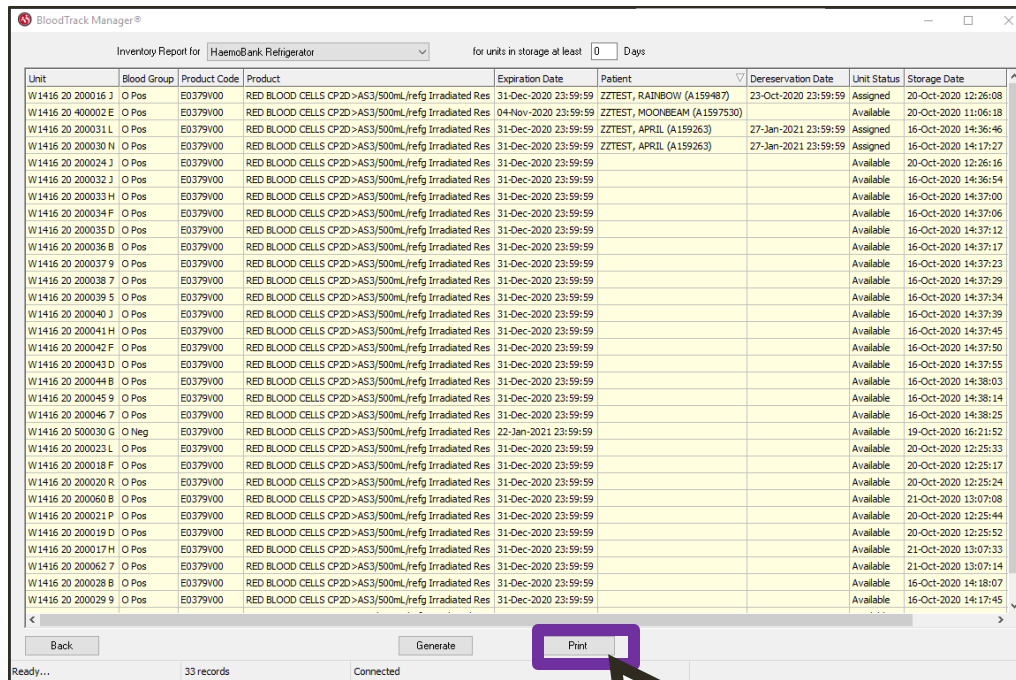
Ready... 33 records Connected

Back Generate Print

- This is sortable by column (only one sort option at a time)
- This is printable
 - Windows Operating System rules apply so you can use control and shift to select and only print selected
- Click Print or Right click and select Print

BloodTrack Manager – Printing Inventory Report

- Print Inventory List of:
 - Available stock to aid in unit selection
 - Units that need to be removed from the Haemobank and returned to ML
 - “Write Return to Montlake” and fax to NW



BloodTrack Manager®

Inventory Report for **HaemoBank Refrigerator** for units in storage of least **0** Days

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W1416 20 200045 9	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:38:14
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W1416 20 200017 H	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	21-Oct-2020 13:07:33
W1416 20 200062 7	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	21-Oct-2020 13:07:14
W1416 20 200028 B	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:18:07
W1416 20 200029 9	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:17:45

Ready... 33 records Connected

Buttons: Back, Generate, Print

BloodTrack Manager - Inventory

- Right click a unit line to:

Unit	Blood Group	Product Code	Product	Expiration Date	Patient	Dereservation Date	Unit Status	Storage Date
W1416 20 200016 J	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59	ZZTEST, RAINBOW (A159487)	23-Oct-2020 23:59:59	Assigned	20-Oct-2020 12:26:08
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W1416 20 200032 J	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:36:54
W1416 20 200033 H	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:00
W1416 20 200034 F	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:06
W1416 20 200035 D	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:12
W1416 20 200036 B	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:17
W1416 20 200037 A	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:23
W1416 20 200038 7	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:29
W1416 20 200039 5	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:34
W1416 20 200040 J	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:39
W1416 20 200041 H	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:45
W1416 20 200042 F	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:50
W1416 20 200043 D	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:55
W1416 20 200044 B	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:38:03
W1416 20 200045 9	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:38:14
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W1416 20 200020 R	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	20-Oct-2020 12:25:24
W1416 20 200060 B	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	21-Oct-2020 13:07:08
W1416 20 200021 P	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	20-Oct-2020 12:25:44
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W1416 20 200029 9	O Pos		CP2D>AS3/500ml,refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:17:45

- Return to Stock (this is NOT performed by ML)
- Update Unit status
- Unit History
- Print that unit
- Export the unit

BloodTrack Manager - Inventory

- Click Unit History

BloodTrack Manager®
Inventory Report for: HaemoBank Refrigerator for units in storage at least 0 Days

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W1416 20 200030 N	O Pos		CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59	ZZTEST, APRIL (A159263)	27-Jan-2021 23:59:59	Assigned	16-Oct-2020 14:17:27
W1416 20 200024 J	O Pos		CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	20-Oct-2020 12:26:16
W1416 20 200032 J	O Pos		CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:36:54
W1416 20 200033 H	O Pos		CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:00
W1416 20 200034 F	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:06
W1416 20 200035 D	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:12
W1416 20 200036 B	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:17
W1416 20 200037 J	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:23
W1416 20 200038 7	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:29
W1416 20 200039 5	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:34
W1416 20 200040 J	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:39
W1416 20 200041 H	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:45
W1416 20 200042 F	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:50
W1416 20 200043 D	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:37:55
W1416 20 200044 B	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:38:03
W1416 20 200045 9	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:38:14
W1416 20 200046 7	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:38:25
W1416 20 500030 G	Neg	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	22-Jan-2021 23:59:59			Available	19-Oct-2020 16:21:52
W1416 20 200023 L	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	20-Oct-2020 12:25:33
W1416 20 200018 F	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	20-Oct-2020 12:25:17
W1416 20 200020 R	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	20-Oct-2020 12:25:24
W1416 20 200060 B	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	21-Oct-2020 13:07:08
W1416 20 200021 P	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	20-Oct-2020 12:25:44
W1416 20 200019 D	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	20-Oct-2020 12:25:52
W1416 20 200017 H	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	21-Oct-2020 13:07:33
W1416 20 200062 7	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	21-Oct-2020 13:07:14
W1416 20 200028 B	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:18:07
W1416 20 200029 9	O Pos	E0379V00	RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res	31-Dec-2020 23:59:59			Available	16-Oct-2020 14:17:45

Buttons: Back, Generate, Print
Ready... 33 records Connected

BloodTrack Manager – Unit History

- This is the history of the unit **in BTM**
 - Activate out = Unit imported to BTM
 - Move In = Unit physically placed in Haemobank
 - Assign Unit = the unit was allocated in Sunquest
 - Remote Allocation = the unit was removed from the Haemobank for issue



Unit History Report for **W1416 20 200080** E0379V00 - RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res: 0 Pos
(All Transactions)

Transaction	Unit Status	Date	Location	User ID	Patient
Remote Allocation	Available	30-Sep-2020 09:49:33	HaemoBank Refrigerator (NW Lab)	Genevieve Ospital	ZZTEST, FEBRUARY (2456789)
Assign Unit	Assigned	30-Sep-2020 07:22:37	HaemoBank Refrigerator (NW Lab)	System	ZZTEST, FEBRUARY (2456789)
Move In	Available	22-Sep-2020 10:36:08	HaemoBank Refrigerator (NW Lab)	Kathleen Force	
Activate Out	Available	22-Sep-2020 10:32:22	HaemoBank Refrigerator (NW Lab)	Kathleen Force	

Buttons: Back, Details, Generate, Print, Date Range

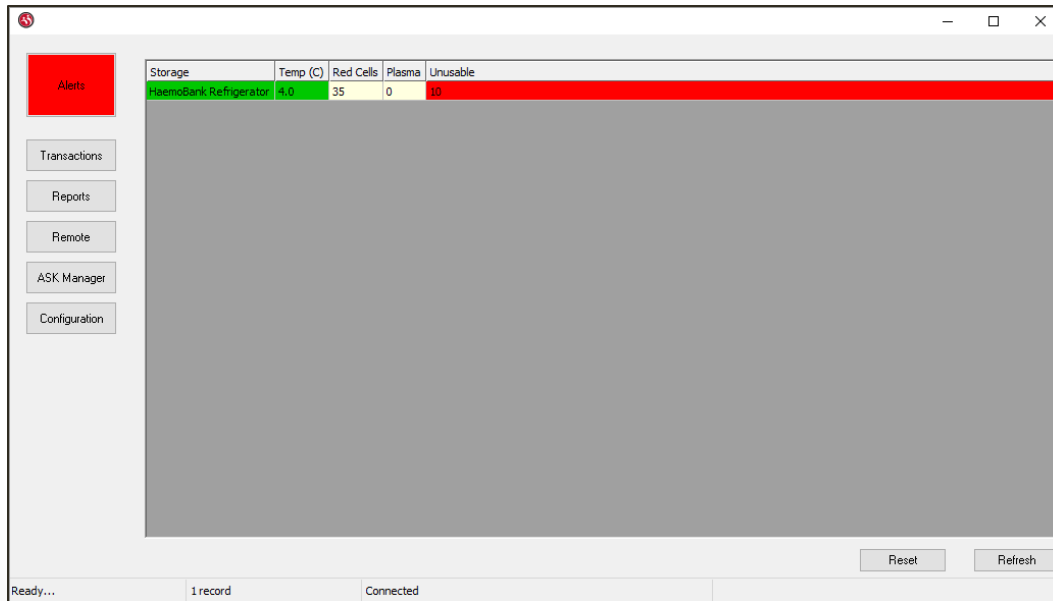
Ready... 4 records Connected

Unit Status in BloodTrack Manager vs Sunquest

Unit Status in BTM	Patient Name in BTM	Dereservation Date in BTM	Sunquest Status
Available	Blank	Blank	Available
Available	Patient information 	Blank OR Crossmatch expiration date	Allocated
Assigned	Patient information 	Crossmatch expiration date	Allocated

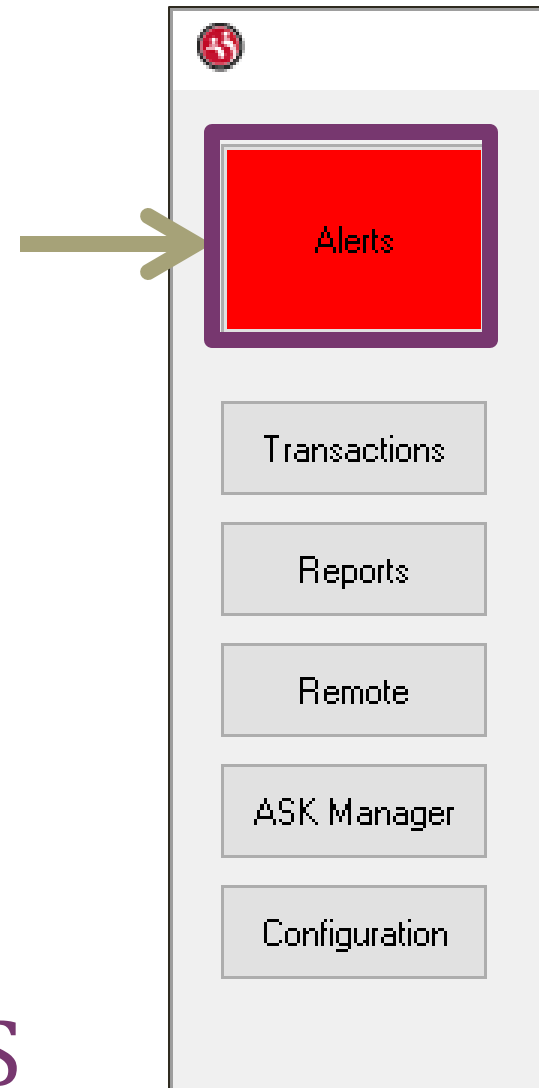
BloodTrack Manager Buttons

1. Alerts
2. Transactions
3. Reports
4. Remote
5. ASK Manager
6. Configuration



NOTE: Remote, ASK Manager, and Configuration are not buttons we will be using

RESPONDING TO ALERTS

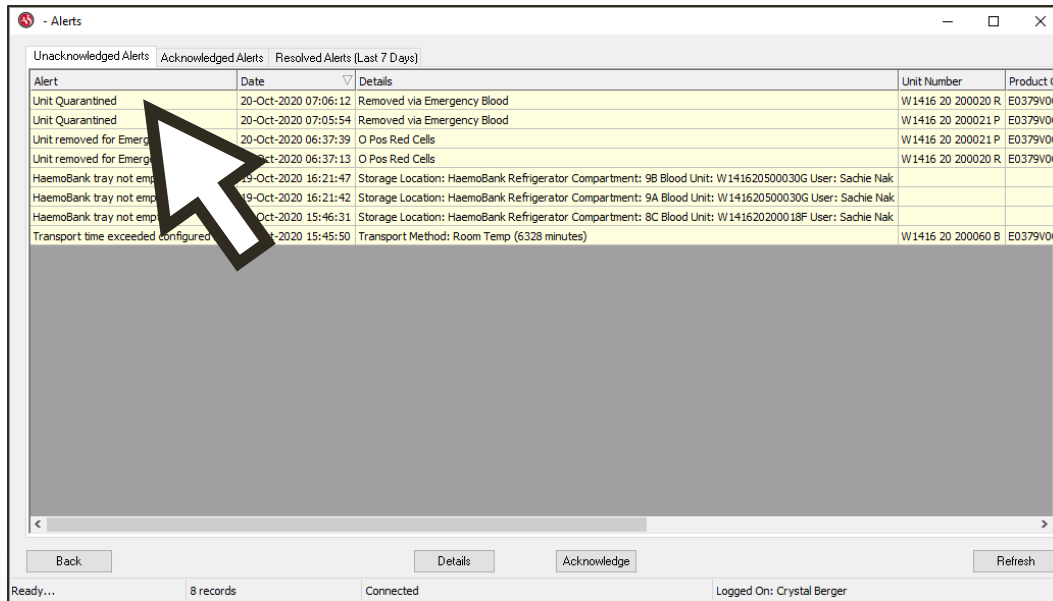


BloodTrack Manager - Alerts

- Click Alerts
- Scan EID from badge to log in (no password required)
- The first tab is Unacknowledged Alerts

Alert	Date	Details	Unit Number	Product Code
Unit Quarantined	20-Oct-2020 07:06:12	Removed via Emergency Blood	W1416 20 200020 R	E0379V0
Unit Quarantined	20-Oct-2020 07:05:54	Removed via Emergency Blood	W1416 20 200021 P	E0379V0
Unit removed for Emergency use	20-Oct-2020 06:37:39	O Pos Red Cells	W1416 20 200021 P	E0379V0
Unit removed for Emergency use	20-Oct-2020 06:37:13	O Pos Red Cells	W1416 20 200020 R	E0379V0
HaemoBank tray not empty	19-Oct-2020 16:21:47	Storage Location: HaemoBank Refrigerator Compartment: 9B Blood Unit: W141620500030G User: Sachie Nak		
HaemoBank tray not empty	19-Oct-2020 16:21:42	Storage Location: HaemoBank Refrigerator Compartment: 9A Blood Unit: W141620500030G User: Sachie Nak		
HaemoBank tray not empty	19-Oct-2020 15:46:31	Storage Location: HaemoBank Refrigerator Compartment: 8C Blood Unit: W141620200018F User: Sachie Nak		
Transport time exceeded configured limit	19-Oct-2020 15:45:50	Transport Method: Room Temp (6328 minutes)	W1416 20 200060 B	E0379V0

BloodTrack Manager - Alerts



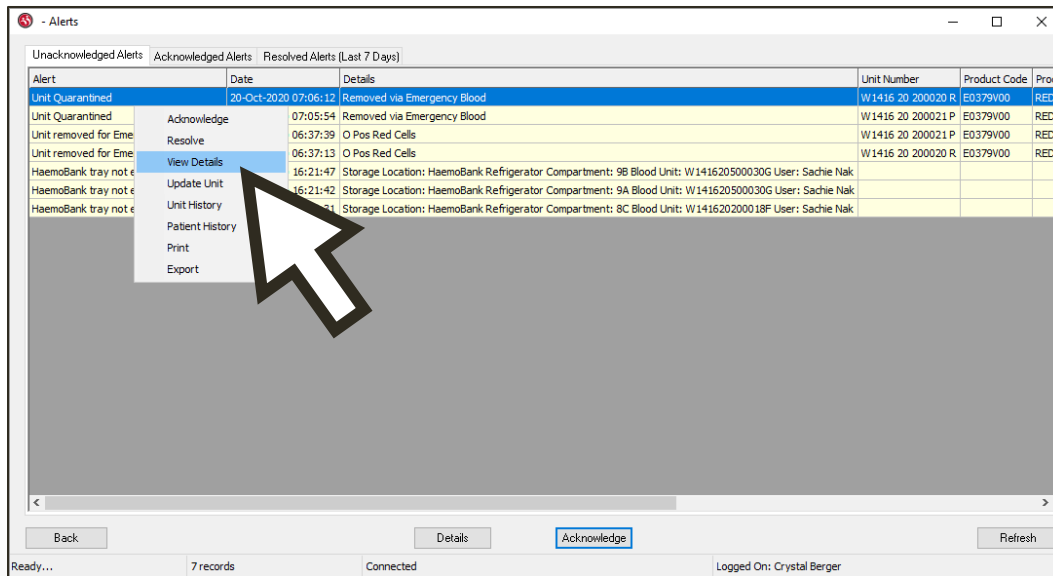
The screenshot shows a web application window titled "Alerts" with three tabs: "Unacknowledged Alerts", "Acknowledged Alerts", and "Resolved Alerts (Last 7 Days)". The "Unacknowledged Alerts" tab is active, displaying a table of alerts. A mouse cursor is pointing at the first row of the table.

Alert	Date	Details	Unit Number	Product Code
Unit Quarantined	20-Oct-2020 07:06:12	Removed via Emergency Blood	W1416 20 200020 R	E0379V0
Unit Quarantined	20-Oct-2020 07:05:54	Removed via Emergency Blood	W1416 20 200021 P	E0379V0
Unit removed for Emergency	20-Oct-2020 06:37:39	O Pos Red Cells	W1416 20 200021 P	E0379V0
Unit removed for Emergency	20-Oct-2020 06:37:13	O Pos Red Cells	W1416 20 200020 R	E0379V0
HaemoBank tray not empty	19-Oct-2020 16:21:47	Storage Location: HaemoBank Refrigerator Compartment: 9B Blood Unit: W141620500030G User: Sachie Nak		
HaemoBank tray not empty	19-Oct-2020 16:21:42	Storage Location: HaemoBank Refrigerator Compartment: 9A Blood Unit: W141620500030G User: Sachie Nak		
HaemoBank tray not empty	19-Oct-2020 15:46:31	Storage Location: HaemoBank Refrigerator Compartment: 8C Blood Unit: W141620200018F User: Sachie Nak		
Transport time exceeded configured	19-Oct-2020 15:45:50	Transport Method: Room Temp (6328 minutes)	W1416 20 200060 B	E0379V0

At the bottom of the window, there are buttons for "Back", "Details", "Acknowledge", and "Refresh". The status bar shows "Ready...", "8 records", "Connected", and "Logged On: Crystal Berger".

- Click Alerts
- Scan EID from badge to log in (no password required)
- The first tab is Unacknowledged Alerts
- Right Click an Alert for menu options

BloodTrack Manager - Alerts



The screenshot shows the 'Alerts' window with a table of alerts. The 'View Details' menu is open for the selected row. The table has columns for Alert, Date, Details, Unit Number, Product Code, and Priority.

Alert	Date	Details	Unit Number	Product Code	Priority
Unit Quarantined	20-Oct-2020 07:06:12	Removed via Emergency Blood	W1416 20 200020 R	E0379V00	RED
Unit Quarantined	07:05:54	Removed via Emergency Blood	W1416 20 200021 P	E0379V00	RED
Unit removed for Eme	06:37:39	O Pos Red Cells	W1416 20 200021 P	E0379V00	RED
Unit removed for Eme	06:37:13	O Pos Red Cells	W1416 20 200020 R	E0379V00	RED
HaemoBank tray not e	16:21:47	Storage Location: HaemoBank Refrigerator Compartment: 9B Blood Unit: W141620500030G User: Sachie Nak			
HaemoBank tray not e	16:21:42	Storage Location: HaemoBank Refrigerator Compartment: 9A Blood Unit: W141620500030G User: Sachie Nak			
HaemoBank tray not e	16:21:31	Storage Location: HaemoBank Refrigerator Compartment: 8C Blood Unit: W1416202000 18F User: Sachie Nak			

Menu options visible in the screenshot:

- Acknowledge
- Resolve
- View Details
- Update Unit
- Unit History
- Patient History
- Print
- Export

- Menu options
 - Acknowledge
 - Resolve (**do not resolve at this time**)
 - View Details
 - Update Unit
 - Unit History
 - Patient History
 - Print
 - Export
- Select View Details

BloodTrack Manager - Alerts

- These are the details of the Alert
 - Unit was quarantined because it was removed via Emergency and was returned to the Haemobank (Move In Transaction)

The screenshot shows the 'Alert Details' window in the BloodTrack Manager application. The window contains the following information:

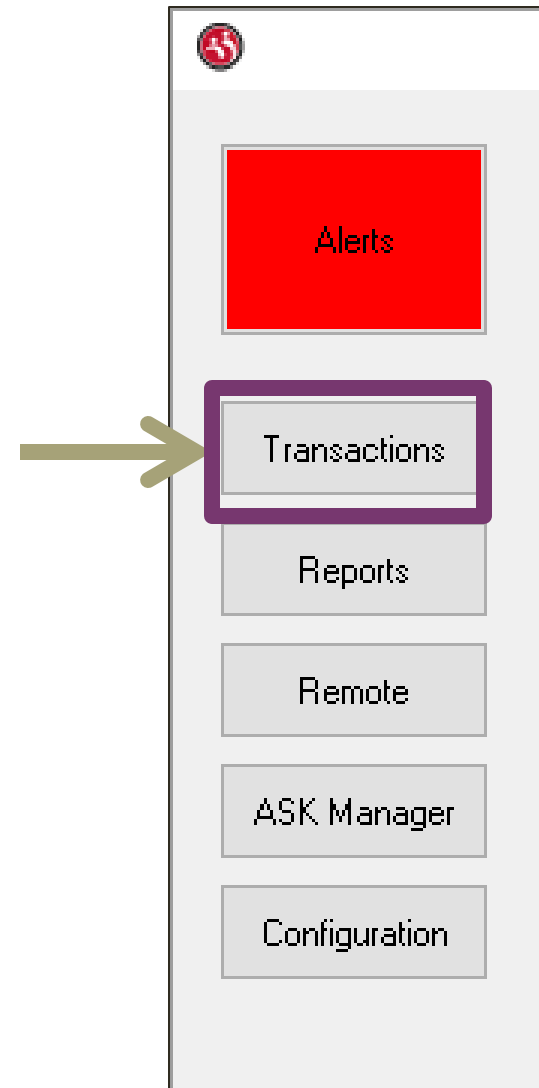
Alert	Unit Quarantined		
Description	Removed via Emergency Blood		
Alert Date	26-Oct-2020 06:58:07		
Transaction	Move In		
Device Name	K105K	Storage Location	Haemobank Refrigerator
Location	NW Lab	Site	UWMCNW
Product	BloodTrack Courier		
User	Christina Lee		
Unit	W1416 20 200016 J E0379/00 - RED BLOOD CELLS CP20/AS3/500ml,refg Irradiated Res: O Pos		
Patient	[u1234567]		

At the bottom of the window, there are three buttons: 'Back', 'Previous', and 'Next'. The status bar at the very bottom indicates 'Ready...', 'Connected', and 'Logged On: Crystal Berger'.

BloodTrack Manager - Alerts

- Click Acknowledge either from the drop menu or the button at the bottom
- The alert will move to Acknowledged Alerts tab
- Once all alerts are Acknowledged the Alerts button will stop flashing red, giving intermittent audio alerts, and forcing the BTM window to the front of your open windows
- Resolve Alert process still being written, stay tuned
 - Resolve is the final step of Alert resolution.

TRANSACTIONS



BloodTrack Manager - Transactions

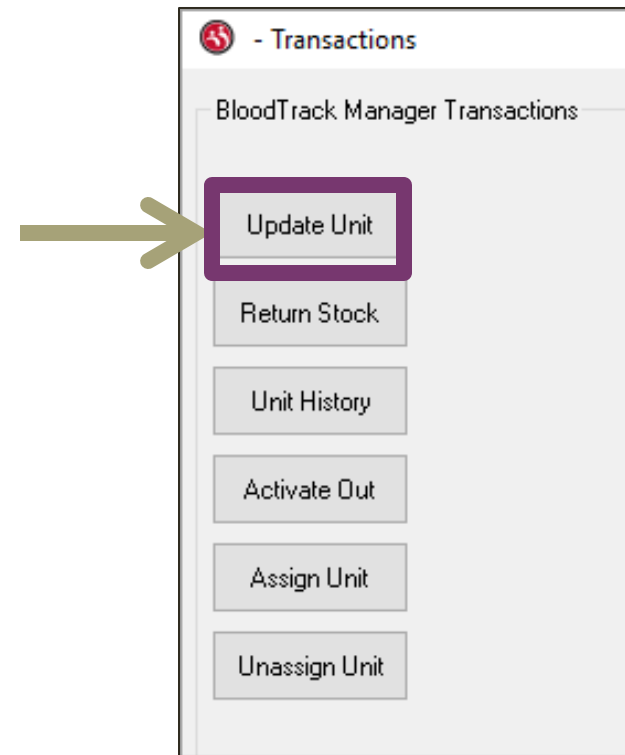


ML will only use
the following
Transactions:

- Update Unit
- Unit History
- Unassign Unit

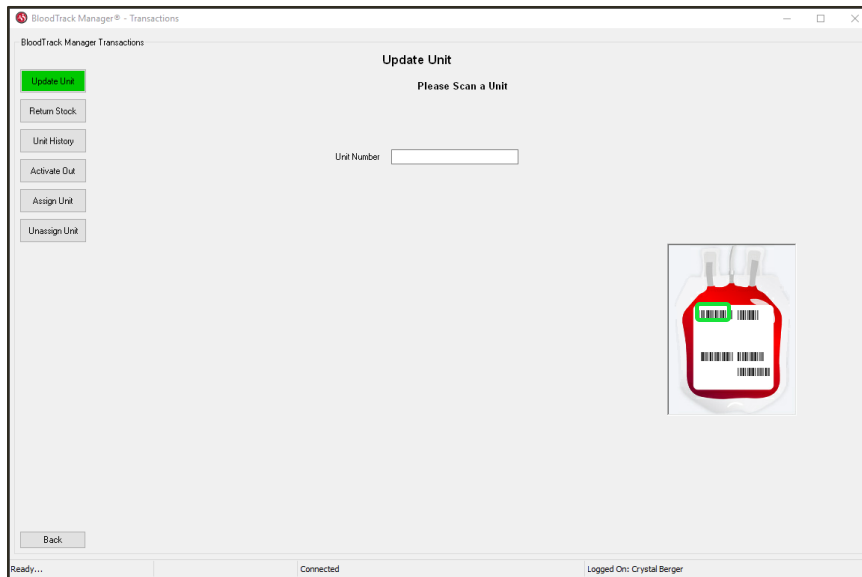
Releasing Expired Crossmatch/Dereservation Date RBCs in Haemobank

SQ Expiration Crossmatch List	Inventory Report for Haemobank	Then
Expired Crossmatch	<ul style="list-style-type: none"> Expired Dereservation Date Assigned Status 	<ul style="list-style-type: none"> Use <u>Unassign Unit Transaction</u> to unassign the unit Unit does NOT need to be removed from the Haemobank
	<ul style="list-style-type: none"> Expired Dereservation Date Available Status 	The unit must be removed from the Haemobank and returned to ML
	<ul style="list-style-type: none"> No Dereservation Date Available Status 	<ul style="list-style-type: none"> Use <u>Update Unit Transaction</u> to update unit Status to unusable The unit must be removed from the Haemobank and returned to ML



TRANSACTIONS-UPDATE UNIT

BloodTrack Manager – Update Unit



- Scan or manually enter Unit number
- To manually enter the Unit number you must enter =[DIN]00
 - EXAMPLE: Unit W141620123456 would be manually entered =W14162012345600

BloodTrack Manager – Update Unit

Update Unit

Unit Number: W1416 20 500030 G

Product Code: E0379V00 (RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res)

Blood Group: O Neg

Storage Location: HaemoBank Refrigerator

Dereservation Date:

State: In

Unit Status: Available

Medical Record Number:

Patient Last Name:

Patient First Name:

Patient Gender:

Patient Birth Date:

Patient Blood Group:

Update Cancel

Ready... 35 records Connected

- Do NOT change the Unit Information
- State:
 - Is the unit physically IN or OUT of the Haemobank
- Unit Status:
 - Available or Unusable
- Click Update to save

BloodTrack Manager – Update Unit

Update Unit

Unit Number: W1416 20 500030 G

Product Code: E0379V00 (RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res)

Blood Group: O Neg

Storage Location: HaemoBank Refrigerator

Dereservation Date:

Expiration Date: 22-Jan-2021 23:53:53 (DD-MMM-YYYY or double click to select)

State: In

Unit Status: Available

Medical Record Number:

Patient Last Name:

Patient First Name:

Patient Gender:

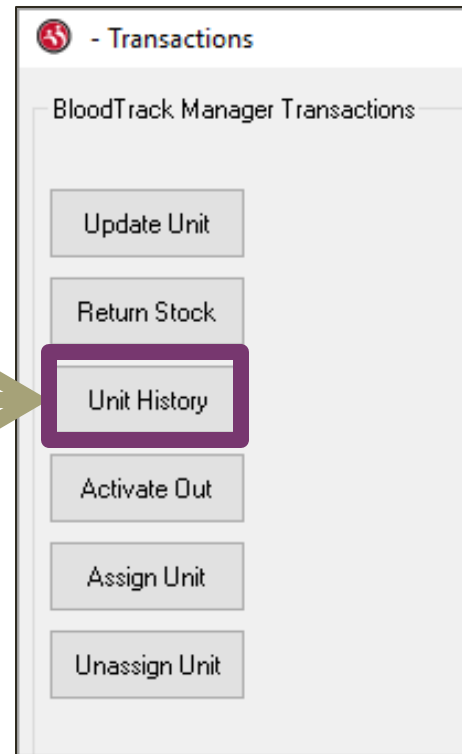
Patient Birth Date:

Patient Blood Group:

Update Cancel

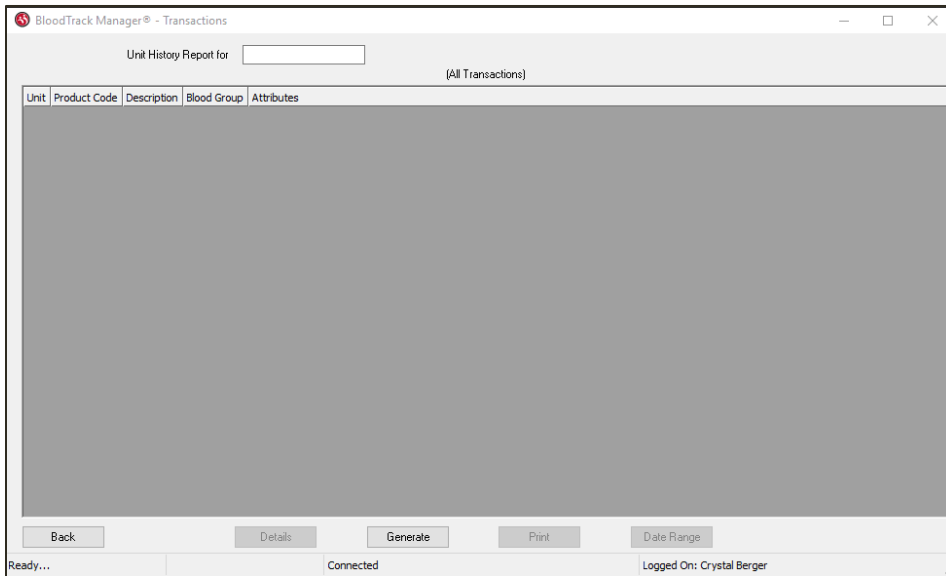
Ready... 35 records Connected

- Also accessed from the Inventory List by right clicking the unit number and choosing **Update Unit**
- Set Unit Status to Unusable for a unit with:
 - Expired crossmatch/Dereservation date has passed
 - Available Status
- This prevents the unit from being removed to issue from the Haemobank



TRANSACTIONS - UNIT HISTORY

BloodTrack Manager – Unit History



- Scan or manually enter Unit number
- To manually enter the Unit number you must enter =[DIN]00
 - EXAMPLE: Unit W141620123456 would be manually entered =W14162012345600

BloodTrack Manager – Unit History

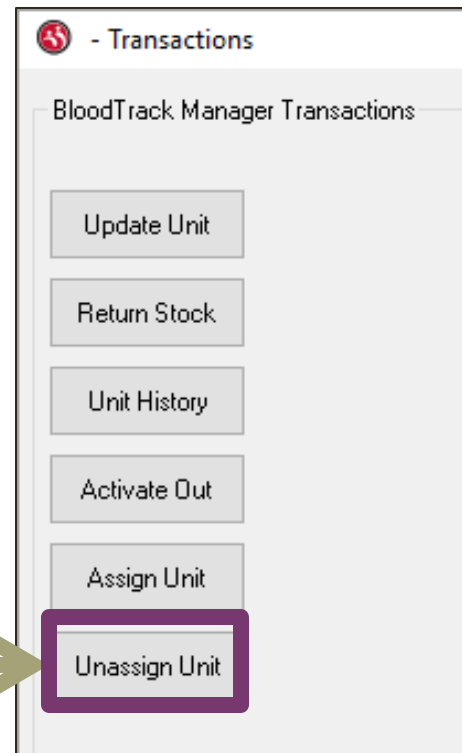
- Also accessed from the Inventory List by right clicking the unit number and choosing **Unit History**

Unit History Report for **W1416 20 200080** E0379V00 - RED BLOOD CELLS CP2D>AS3/500mL/refg Irradiated Res: 0 Pos
(All Transactions)

Transaction	Unit Status	Date	Location	User ID	Patient
Remote Allocation	Available	30-Sep-2020 09:49:33	HaemoBank Refrigerator (NW Lab)	Genevieve Ospital	ZZTEST, FEBRUARY (2456789)
Assign Unit	Assigned	30-Sep-2020 07:22:37	HaemoBank Refrigerator (NW Lab)	System	ZZTEST, FEBRUARY (2456789)
Move In	Available	22-Sep-2020 10:36:08	HaemoBank Refrigerator (NW Lab)	Kathleen Force	
Activate Out	Available	22-Sep-2020 10:32:22	HaemoBank Refrigerator (NW Lab)	Kathleen Force	

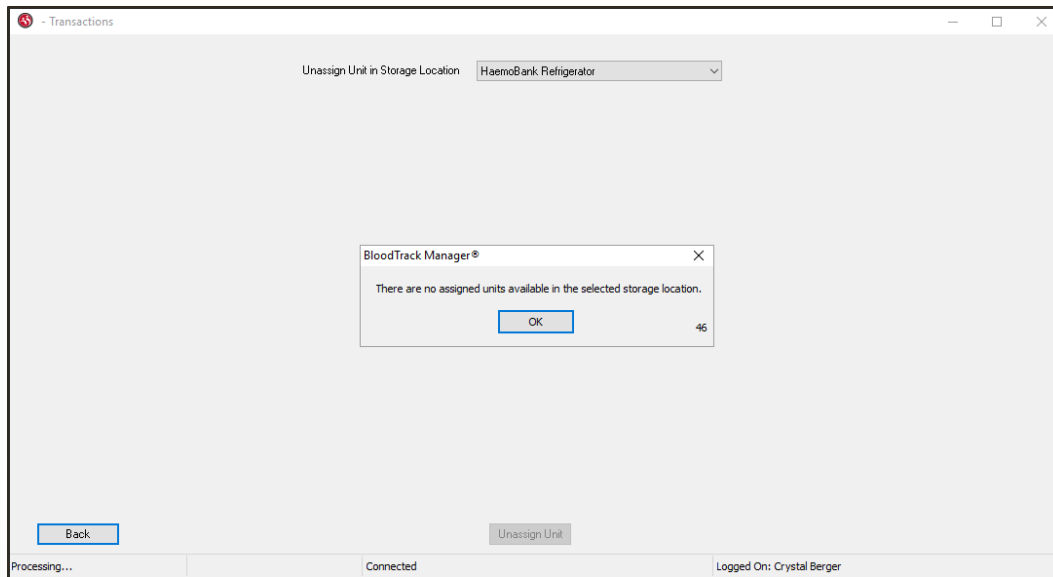
Buttons: Back, Details, Generate, Print, Date Range

Status: Ready... 4 records Connected



TRANSACTIONS - UNASSIGN UNIT

BloodTrack Manager – Unassign Unit

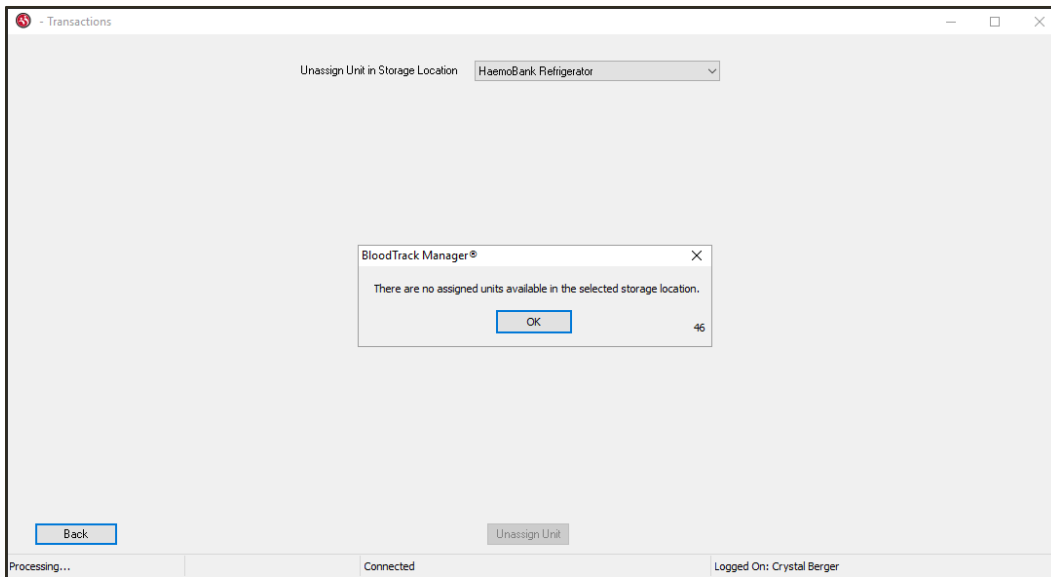


There are no Assigned units in the Haemobank at this time

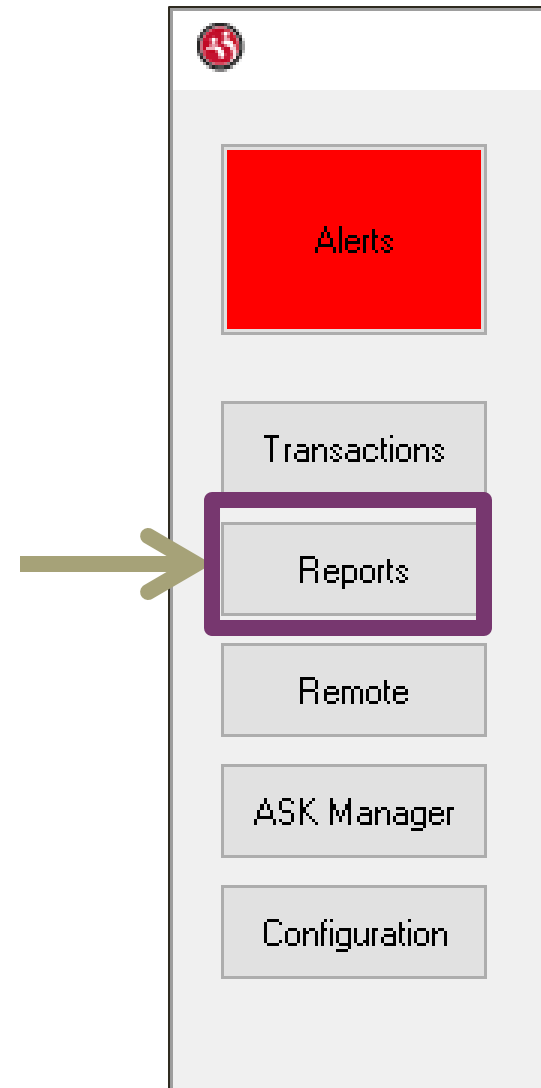
- All units with Unit Status Assigned will appear in this list and can be unassigned
- Units with Unit Status Available cannot be unassigned

BloodTrack Manager – Unassign Unit

- Units are Unassigned if they are no longer needed or the Crossmatch/De-reservation date has passed

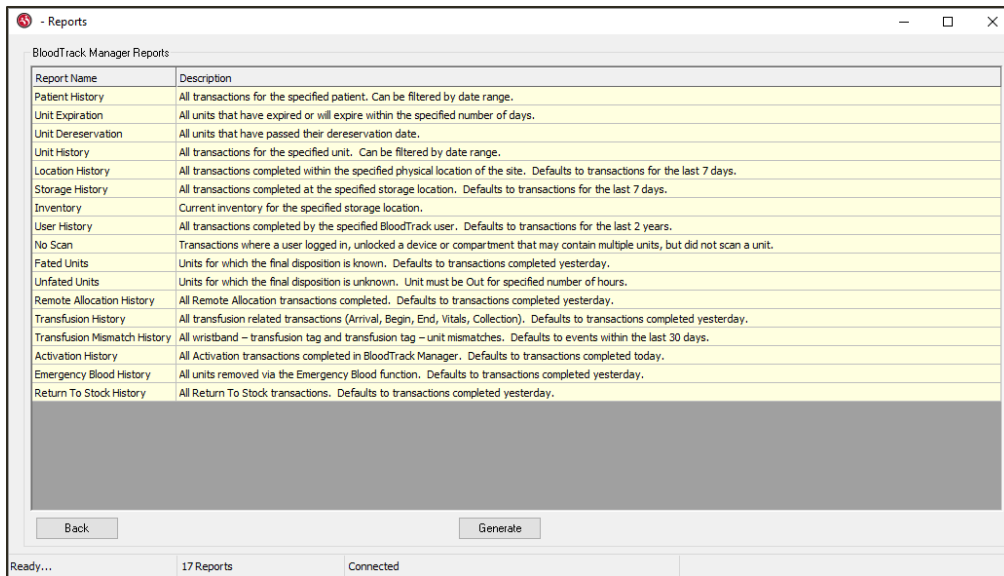


REPORTS



BloodTrack Manager – Reports

- These are the reports that can be pulled from BTM

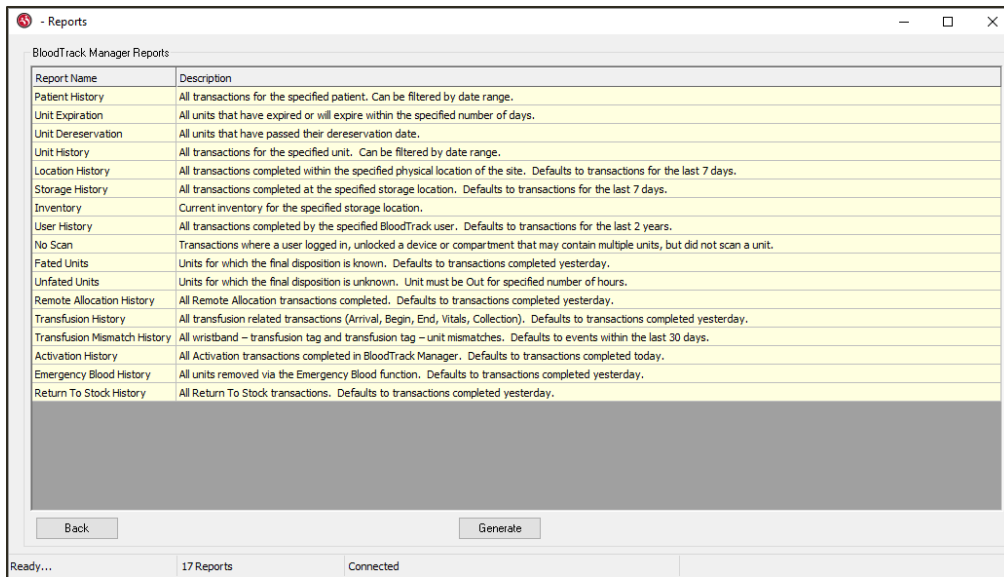


BloodTrack Manager – Reports

- Commonly Used Reports

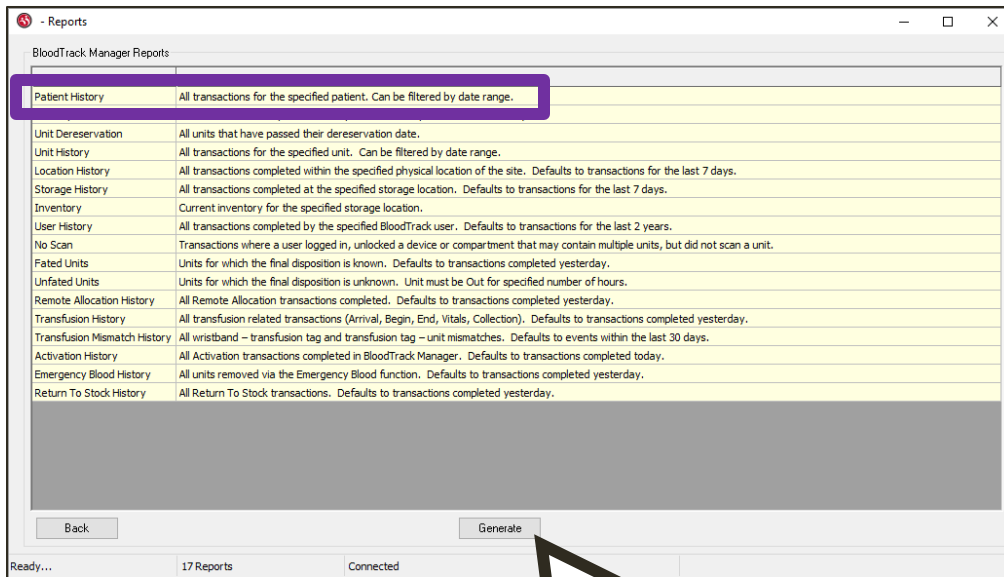
- Patient History
- Unit Expiration
- Unit Dereservation
- Unit History
- Emergency Blood History

- Select a Report and Click Generate



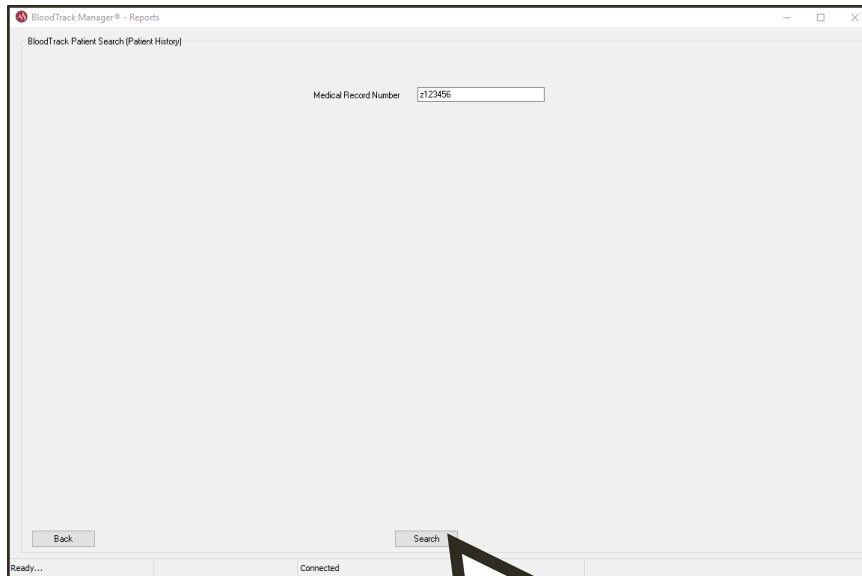
BloodTrack Manager – Reports

- Patient History



BloodTrack Manager – Reports: Patient History

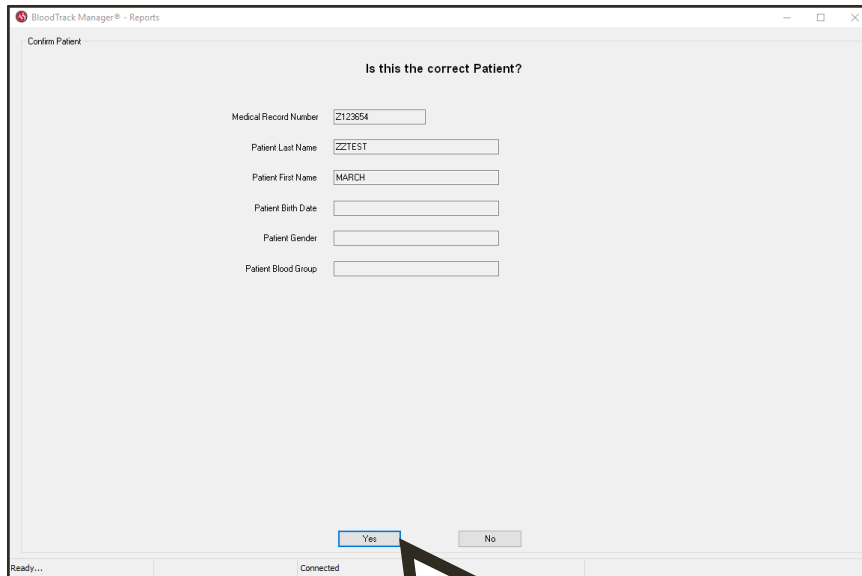
- Enter patient's MRN
- Click Search



The screenshot shows a web application window titled "BloodTrack Manager® - Reports". The main content area is titled "BloodTrack Patient Search (Patient History)". It features a text input field labeled "Medical Record Number" containing the value "z123456". At the bottom of the form, there are two buttons: "Back" on the left and "Search" on the right. A mouse cursor is positioned over the "Search" button. The status bar at the bottom of the window displays "Ready..." on the left and "Connected" on the right.

BloodTrack Manager – Reports: Patient History

- Confirm it is the correct patient
- Click yes



BloodTrack Manager® - Reports

Confirm Patient

Is this the correct Patient?

Medical Record Number: Z123854

Patient Last Name: ZZTEST

Patient First Name: MARCH

Patient Birth Date:

Patient Gender:

Patient Blood Group:

Yes No

Ready... Connected

BloodTrack Manager – Reports: Patient History

- This is everything related to this patient in BTM
- Select a transaction and click Details
- Print
- Filter by Date Range

BloodTrack Manager® - Reports

Transaction History for: ZZTEST, MARCH (212354)
(All Transactions)

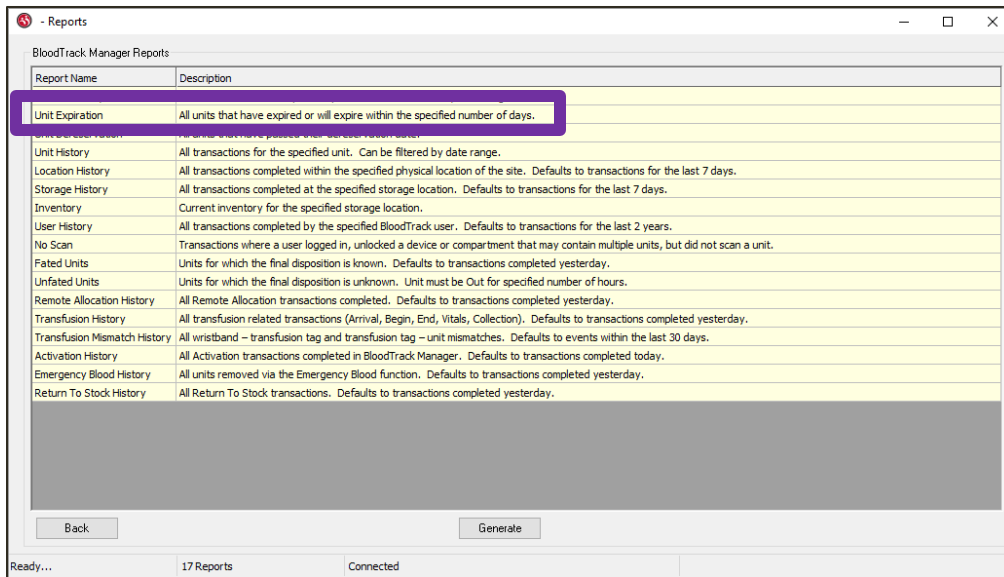
Transaction	Date	Location	Unit	Product Code	Product	Unit Status
Move Out	16-Oct-2020 14:11:23	HaemoBank Refrigerator (NW Lab)	W1416 20 200025 H	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Emergency Blood	16-Oct-2020 13:54:53	HaemoBank Refrigerator (NW Lab)	W1416 20 200014 N	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Bulk Move Out	16-Oct-2020 11:19:13	HaemoBank Refrigerator (NW Lab)	W1416 20 200086 S	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Unusable
Emergency Blood	16-Oct-2020 10:48:27	HaemoBank Refrigerator (NW Lab)	W1416 20 200059 Y	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Move In	16-Oct-2020 09:28:50	HaemoBank Refrigerator (NW Lab)	W1416 20 200025 H	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Activate Out	16-Oct-2020 09:26:13	HaemoBank Refrigerator (NW Lab)	W1416 20 200025 H	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Update Unit	16-Oct-2020 07:08:18	HaemoBank Refrigerator (NW Lab)	W1416 20 200086 S	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Unusable
Assign Unit	14-Oct-2020 08:28:06	HaemoBank Refrigerator (NW Lab)	W1416 20 200014 N	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Assigned
Assign Unit	14-Oct-2020 07:44:52	HaemoBank Refrigerator (NW Lab)	W1416 20 200013 P	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Assigned
Move In	12-Oct-2020 11:34:07	HaemoBank Refrigerator (NW Lab)	W1416 20 200086 S	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Activate Out	12-Oct-2020 11:32:32	HaemoBank Refrigerator (NW Lab)	W1416 20 200086 S	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Reserve Stock	30-Sep-2020 14:28:43	HaemoBank Refrigerator (NW Lab)	W1416 20 200092 W	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Reserved
Reserve Stock	30-Sep-2020 14:28:43	HaemoBank Refrigerator (NW Lab)	W1416 20 200091 Y	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Reserved
Move In	30-Sep-2020 14:02:03	HaemoBank Refrigerator (NW Lab)	W1416 20 200091 Y	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Move In	30-Sep-2020 13:59:18	HaemoBank Refrigerator (NW Lab)	W1416 20 200092 W	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Remote Allocation	30-Sep-2020 13:45:27	HaemoBank Refrigerator (NW Lab)	W1416 20 200091 Y	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Remote Allocation	30-Sep-2020 13:44:36	HaemoBank Refrigerator (NW Lab)	W1416 20 200092 W	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Assign Unit	30-Sep-2020 13:38:00	HaemoBank Refrigerator (NW Lab)	W1416 20 200091 Y	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Assigned
Assign Unit	30-Sep-2020 13:38:00	HaemoBank Refrigerator (NW Lab)	W1416 20 200092 W	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Assigned
Bulk Move Out	30-Sep-2020 13:18:22	HaemoBank Refrigerator (NW Lab)	W1416 20 200063 S	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Move In	30-Sep-2020 09:42:11	HaemoBank Refrigerator (NW Lab)	W1416 20 200063 S	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Update Unit	30-Sep-2020 09:37:39	HaemoBank Refrigerator (NW Lab)	W1416 20 200063 S	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Activate Out	30-Sep-2020 09:36:25	HaemoBank Refrigerator (NW Lab)	W1416 20 200063 S	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Already In Circulation
Activate Out	24-Sep-2020 14:06:02	HaemoBank Refrigerator (NW Lab)	W1416 20 200063 S	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Move In	24-Sep-2020 09:55:23	HaemoBank Refrigerator (NW Lab)	W1416 20 200063 S	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Activate Out	24-Sep-2020 09:53:01	HaemoBank Refrigerator (NW Lab)	W1416 20 200063 S	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Move In	23-Sep-2020 10:36:26	HaemoBank Refrigerator (NW Lab)	W1416 20 200063 S	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Activate Out	23-Sep-2020 10:32:30	HaemoBank Refrigerator (NW Lab)	W1416 20 200063 S	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Bulk Move Out	22-Sep-2020 13:52:56	HaemoBank Refrigerator (NW Lab)	W1416 20 200063 S	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available
Move In	17-Sep-2020 12:58:27	HaemoBank Refrigerator (NW Lab)	W1416 20 200063 S	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	Available

Back Details Print Date Range

Ready... 43 records Connected

BloodTrack Manager – Reports

- Select Unit Expiration



BloodTrack Manager – Reports: Unit Expiration

- Enter the number of days until expiration
- Click Generate

BloodTrack Manager® - Reports

Unit Expiration Report For: All Locations

for Units Expiring within 5 Days

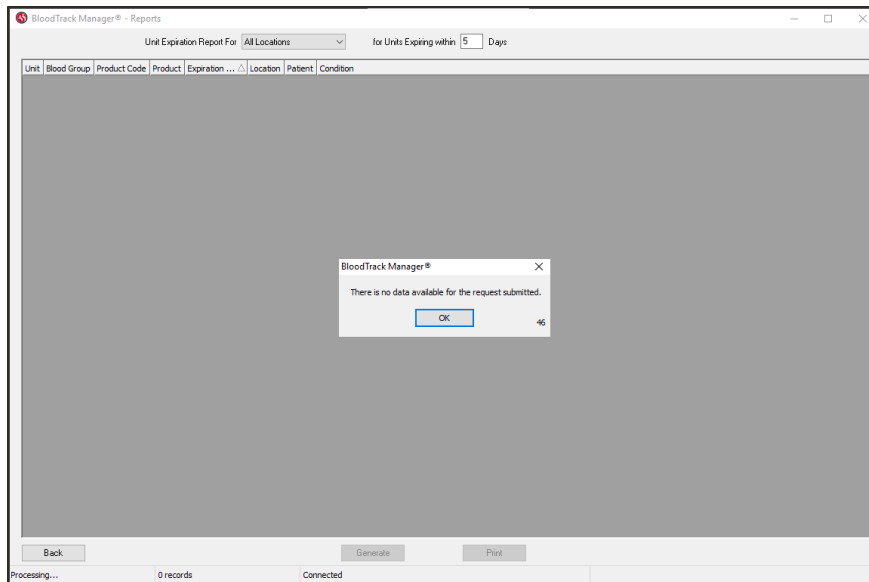
Unit	Blood Group	Product Code	Product	Expiration Date	Location	Patient	Condition
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Back Generate Print

Ready... Connected

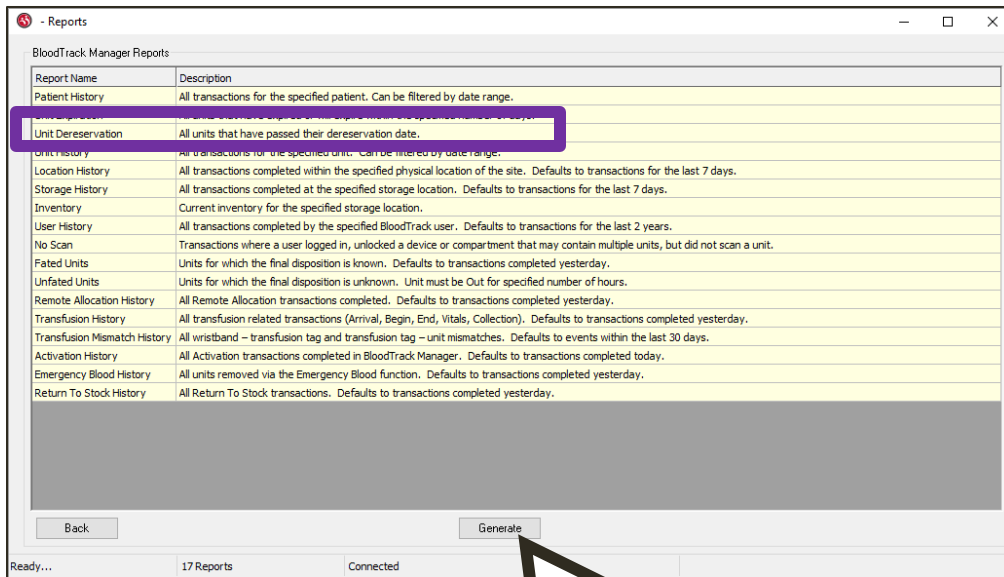
BloodTrack Manager – Reports: Unit Expiration

- There are no units expiring within 5 days in the Haemobank



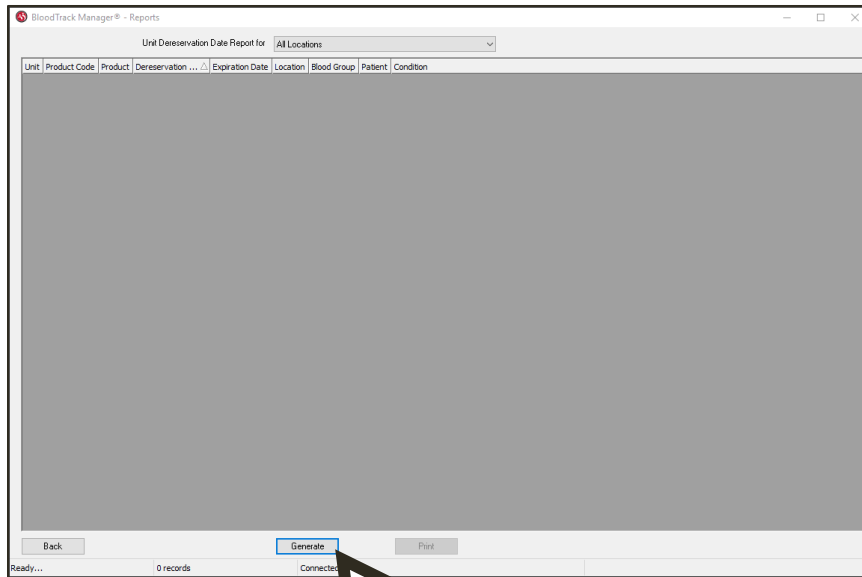
BloodTrack Manager – Reports

- Select Unit Dereservation
- Click Generate



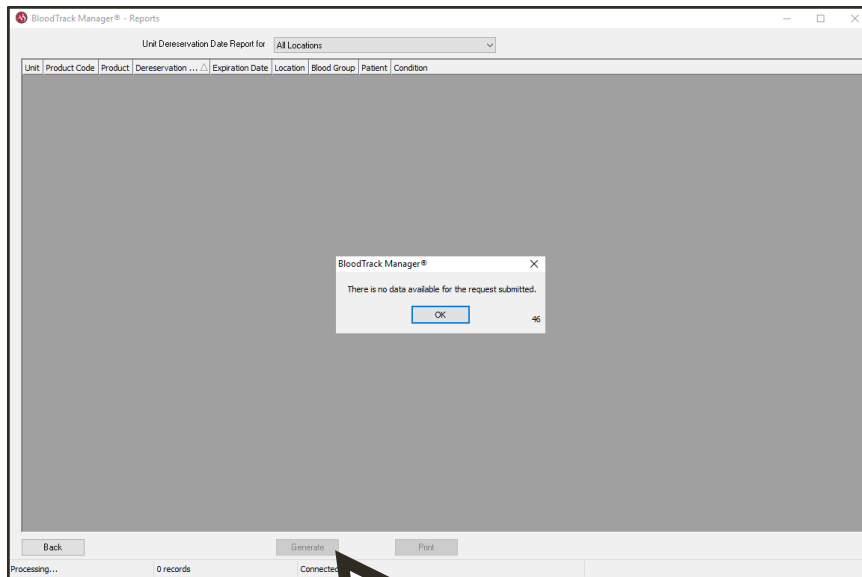
BloodTrack Manager – Reports: Unit Dereservation

- Click Generate



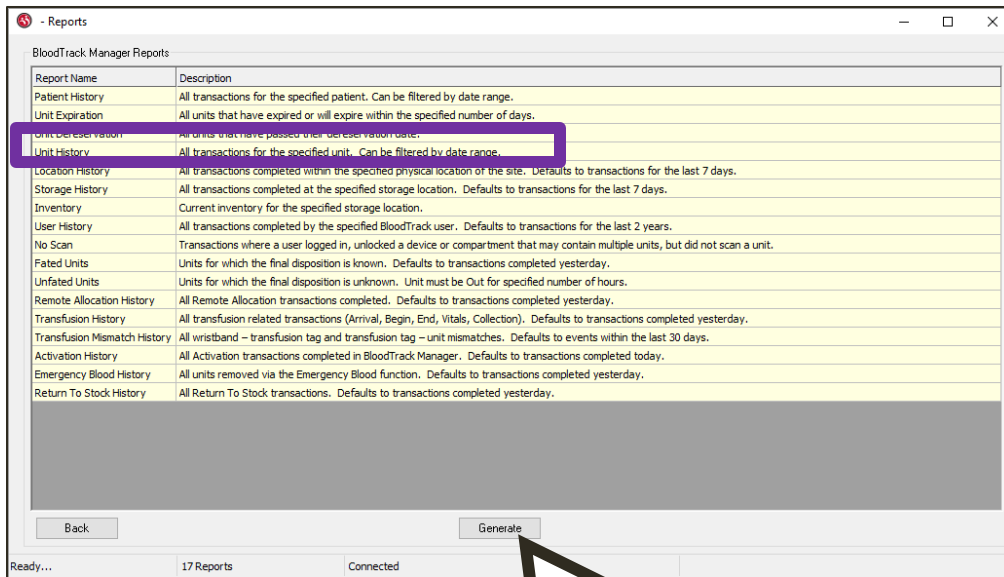
BloodTrack Manager – Reports: Unit Dereservation

- There are no units past their Dereservation Date

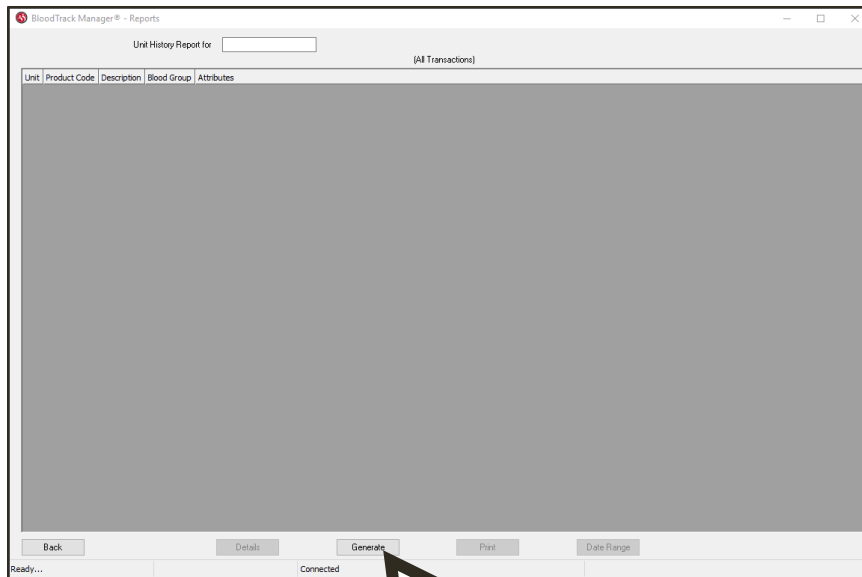


BloodTrack Manager – Reports

- Select Unit History
- Click Generate



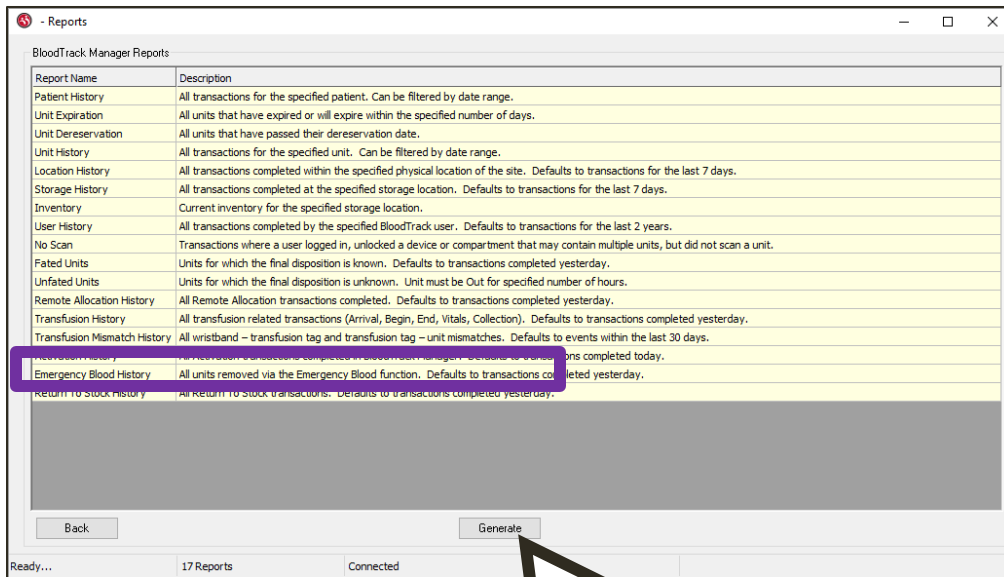
BloodTrack Manager – Reports: Unit History



- Scan or manually enter Unit number
- To manually enter the Unit number you must enter =[DIN]00
 - EXAMPLE: Unit W141620123456 would be manually entered =W14162012345600
- Click Generate

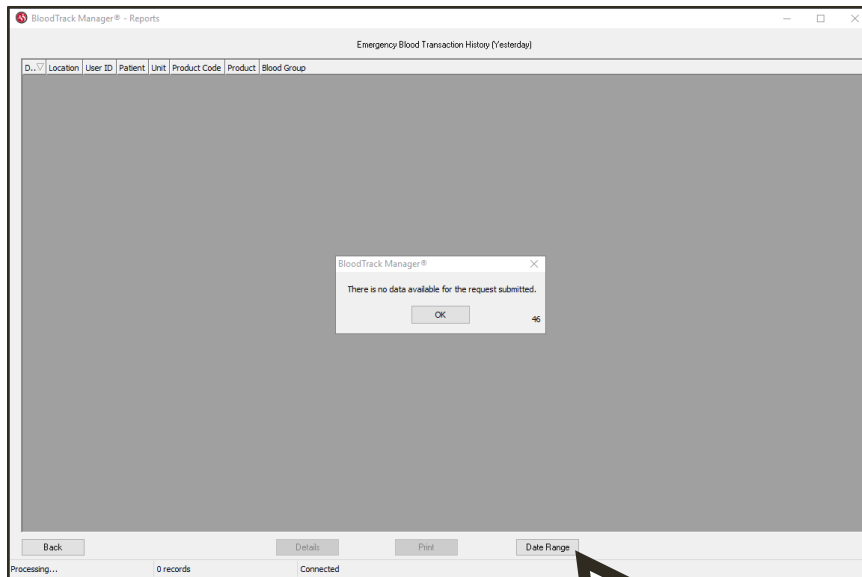
BloodTrack Manager – Reports

- Select
Emergency
Blood History
- Click Generate



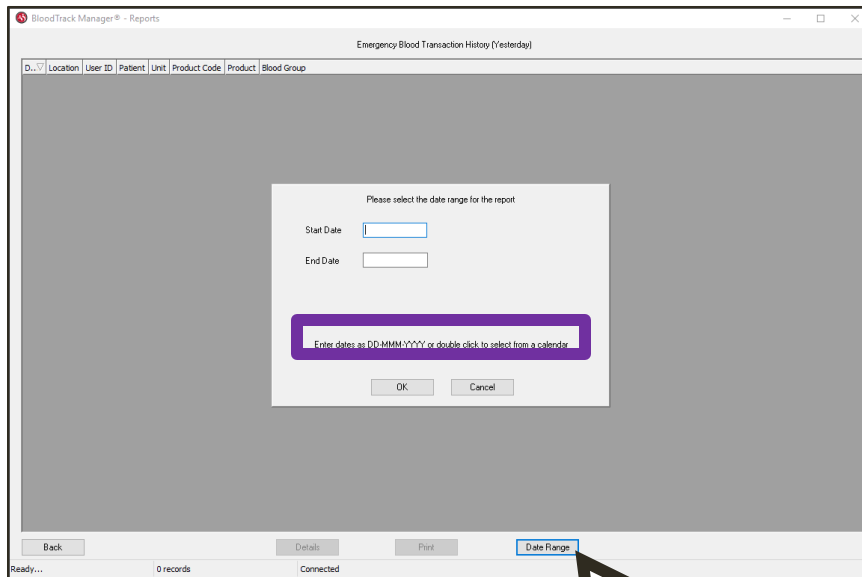
BloodTrack Manager – Reports: Emergency Blood History

- The default is Yesterday
- Click OK to close dialog box
- Click Date Range to select a date range



BloodTrack Manager – Reports: Emergency Blood History

- BTM is **VERY** picky about date format
- Enter date as DD-MMM-YYYY (26-OCT-2020) or double click to select from a calendar



BloodTrack Manager – Reports: Emergency Blood History

- These are all the units removed as Emergency Blood from 12-OCT-2020 to 26-OCT-2020
- Printable
- Select Unit and click Details to see more information

BloodTrack Manager® - Reports

Emergency Blood Transaction History (12-Oct-2020 to 26-Oct-2020)

Date	Location	User ID	Patient	Unit	Product Code	Product	Blood Group
12-Oct-2020 06:48:33	HaemoBank Refrigerator (NW Lab)	Christina Lee	(1234567)	W1416 20 2000619	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 06:40:10	HaemoBank Refrigerator (NW Lab)	Christina Lee	(1234567)	W1416 20 2000627	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 15:50:56	HaemoBank Refrigerator (NW Lab)	Sara Cunningham	(1234567)	W1416 20 2000619	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 15:50:19	HaemoBank Refrigerator (NW Lab)	Sara Cunningham	(1234567)	W1416 20 2000608	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 10:59:30	HaemoBank Refrigerator (NW Lab)	Siran Dualeh	(1234567)	W1416 20 2000619	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 10:58:55	HaemoBank Refrigerator (NW Lab)	Siran Dualeh	(1234567)	W1416 20 2000608	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 11:07:30	HaemoBank Refrigerator (NW Lab)	Kathleen Force	(1234567)	W1416 20 200017H	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 11:07:13	HaemoBank Refrigerator (NW Lab)	Kathleen Force	(1234567)	W1416 20 2000627	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 06:32:22	HaemoBank Refrigerator (NW Lab)	Seyoung Kim	(1234567)	W1416 20 2000619	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 06:31:51	HaemoBank Refrigerator (NW Lab)	Seyoung Kim	(1234567)	W1416 20 2000608	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 10:25:57	HaemoBank Refrigerator (NW Lab)	Theresa Kuehnhäuser	(1234567)	W1416 20 2000231	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 10:25:33	HaemoBank Refrigerator (NW Lab)	Theresa Kuehnhäuser	(1234567)	W1416 20 2000241	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 06:37:39	HaemoBank Refrigerator (NW Lab)	Danny Harrison	(1234567)	W1416 20 200021P	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 06:37:13	HaemoBank Refrigerator (NW Lab)	Danny Harrison	(1234567)	W1416 20 200020R	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 15:29:53	HaemoBank Refrigerator (NW Lab)	Sachie Nakano	(1234567)	W1416 20 200019D	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 15:29:28	HaemoBank Refrigerator (NW Lab)	Sachie Nakano	(1234567)	W1416 20 200018F	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 15:29:15	HaemoBank Refrigerator (NW Lab)	Sachie Nakano	(1234567)	W1416 20 200017H	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 15:28:54	HaemoBank Refrigerator (NW Lab)	Sachie Nakano	(1234567)	W1416 20 200016J	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 14:10:08	HaemoBank Refrigerator (NW Lab)	Crystal Berger	(1234567)	W1416 20 200015L	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 13:54:53	HaemoBank Refrigerator (NW Lab)	Crystal Berger	(123654)	W1416 20 200014N	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 13:54:34	HaemoBank Refrigerator (NW Lab)	Crystal Berger	(123654)	W1416 20 200013P	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 10:48:27	HaemoBank Refrigerator (NW Lab)	Danny Harrison	(123654)	W1416 20 200059Y	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 11:00:14	HaemoBank Refrigerator (NW Lab)	Kathryn Marsh	(14557370)	W1416 20 2000627	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 10:59:54	HaemoBank Refrigerator (NW Lab)	Kathryn Marsh	(14557370)	W1416 20 2000619	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 06:17:49	HaemoBank Refrigerator (NW Lab)	Joanna Brooks	(69403107)	W1416 20 2000608	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 06:17:32	HaemoBank Refrigerator (NW Lab)	Joanna Brooks	(69403107)	W1416 20 2000571	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 14:03:04	HaemoBank Refrigerator (NW Lab)	Sabrina Hernandez	(69403107)	W1416 20 200058*	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 14:02:41	HaemoBank Refrigerator (NW Lab)	Sabrina Hernandez	(69403107)	W1416 20 200012K	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos
12-Oct-2020 13:14:42	HaemoBank Refrigerator (NW Lab)	Seyoung Kim	(456123)	W1416 20 200085U	E0379W00	RED BLOOD CELLS CP2D>AS3/500mL,refg Irradiated Res	O Pos

Back Details Print Date Range

Ready... 29 records Connected

RETURN STOCK Transaction

- **Return Stock** tells the Haemobank to stop tracking the unit; it is being returned to the manufacturer and will not be in circulation anymore. Effectively resetting the unit
- Generally, the staff at ML should **NOT** use the **Return Stock** transaction
 - If the unit is physically in the Haemobank when a unit is Returned Stock, BTM will wipe its location from the system. It will be lost electronically.
 - There are troubleshooting scenarios where ML staff needs to do **Return Stock** (addressed in the next section) but this is the exception
- The correct transaction for releasing an unneeded unit is **UNASSIGN** or having it physically returned (based on unit status)

What happened and how to avoid them

COMMON ISSUES WHEN USING THE HAEMOBANK

The Most Important Thing

- **Verify the unit is AVAILABLE in the Haemobank BEFORE allocating it to your patient**
 - Remember, the only communication between SQ and BTM is the Transfuse Status being answered OK which triggers BTM to Assign the unit to the Patient
 - Units can be removed for training, for emergency issue, or because they failed visual inspection. Sunquest will not know any of that
- Click **GENERATE** to refresh the BTM inventory list and verify the unit was allocated successfully (will be in Assigned Status)

Alert Message: Unit already in circulation

- This occurs when the unit is already "known" to the haemobank when the staff at NW perform **Activate Out** Transaction to introduce the unit to BloodTrack Manager (BTM)
 - This is caused by a unit tag being printed to the NWBB location when the unit is not already introduced to BTM (either forgot where you are logged in and accidentally printed at NWBB or the unit is at NWBB in SQ but hasn't been loaded into the Haemobank yet)
- If you realize you were logged into the wrong location, please fix it immediately. If that unit happens to go to NW it will trigger the Unit already in Circulation alert.
- **The fix:** Use Transaction **Return Stock**
 - This transaction resets the unit in BTM to not being in the inventory
 - **WARNING:** if you perform **Return Stock** to a unit physically in the Haemobank, it will wipe the record of where the unit is and will cause a headache downstream. Confirm the physical location of the unit before performing **Return Stock**.
- **How to prevent it from happening:** Verify unit is available in BTM BEFORE allocating the unit in SQ, then confirm that the allocation was successful.

Inventory Discrepancy BTM and SQ

- Number of Available units in the Haemobank in BTM and SQ do not match (or the Unit status doesn't match)
 - This occurs when the unit is allocated or released in one but not the other:
 - If you are logged into a location other than NWBB and allocate, BTM does not receive the "Print Transfusion Record" message and does not assign it in.
 - If perform **Unassign Unit** in BTM and do not release it in SQ
 - If you release it in SQ but do not perform **Unassign Unit** in BTM
 - O Pos/O Neg RBCs removed from the Haemobank as emergency uncrossmatched and SQ has not been updated to reflect that
 - This is another reason to verify the unit is available in BTM BEFORE allocating it in SQ
- **The fix:** update SQ or BTM accordingly to match
- **How to prevent it from happening:** Actions must be completed in both SQ and BTM. Remember the Haemobank and SQ do not communicate back and forth. The only communication is when SQ sends the Print Transfusion Record message to BTM.

Unit allocated to Patient in SQ but not in BTM

- A unit was allocated for NW but the tech was not logged into NWBB.
 - The original Print Transfusion Record message was never sent to BTM.
- **The fix:** confirm the unit is available in BTM, log in to NWBB and add ;UR to the specimen test to reprint the unit record
 - Do NOT add ;UR to a unit that is assigned in BTM. This will confuse the Haemobank and it will wipe the unit's location from the system. It will be physically in the Haemobank but BTM will not list it as being in inventory. Sending the Print Transfusion Record message twice is like sending the Vision results across the interface twice, both entries bounce and you have nothing.

How to find a missing unit in the Haemobank

- How to find a unit's physical location after BTM wiped it (either Return Stock with the unit inside the Haemobank or sent the print message twice):
- View the **Unit history report** > select the most recent Move In transaction from the list > View Details > Location will be a number and letter (ex. 3A).
- The NW tech will have to do a bulk move to remove the unit. It can be reset by the NW tech performing Return Stock and then Activate out again or it can be returned to us if the NW tech is uncomfortable resetting the unit.
 - There is nothing wrong with the unit is so it would NOT need to be quarantined and it is ok to bring into our inventory.