



**PURPOSE: PROVIDE TIMELY DELIVERY OF BLOOD PRODUCTS DURING RILEY PTS UPGRADE DOWNTIME**

**PROCESS: BLOOD BANK PRODUCT DISPENSE DURING RILEY PTS UPGRADE DOWNTIME**

**REV. #, DATE 05.06.22**

**DOCUMENT OWNER: TRACIE INGLE**

Step	Description:	Key Point / Image / Reason	Who																																																																											
1	Deliver Blood Product Request received in Blood Bank		BB Team Member																																																																											
2	Tube Station # and Location matches the downtime affected areas	<table border="1"> <thead> <tr> <th>Tube Station</th> <th>Floor</th> <th>Unit Name</th> <th>Building</th> <th>Special Instructions</th> </tr> </thead> <tbody> <tr><td>659</td><td></td><td>5 Post Partum</td><td>Maternity Tower</td><td></td></tr> <tr><td>660</td><td></td><td>4 Post Partum</td><td>Maternity Tower</td><td></td></tr> <tr><td>661</td><td></td><td>3 NICU</td><td>Maternity Tower</td><td></td></tr> <tr><td>662</td><td></td><td>3 NICU</td><td>Maternity Tower</td><td></td></tr> <tr><td>663</td><td></td><td>2 High Risk OB</td><td>Maternity Tower</td><td></td></tr> <tr><td>664</td><td></td><td>2 Birthing Area Labor and</td><td>Maternity Tower</td><td>Tube station in OR. No access. Go to station 676.</td></tr> <tr><td>676</td><td></td><td>2 Delivery</td><td>Maternity Tower</td><td></td></tr> <tr><td>677</td><td></td><td>2 Recovery</td><td>Maternity Tower</td><td>Tube station in OR. No access. Go to station 676.</td></tr> <tr><td>678</td><td></td><td>3 NICU</td><td>Maternity Tower</td><td></td></tr> <tr><td>679</td><td></td><td>3 NICU</td><td>Maternity Tower</td><td></td></tr> <tr><td>680</td><td></td><td>4 Post Partum</td><td>Maternity Tower</td><td></td></tr> <tr><td>682</td><td></td><td>5 Post Partum</td><td>Maternity Tower</td><td></td></tr> <tr><td>886</td><td></td><td>1 Hem-Onc Infusion</td><td>ROC</td><td>Give blood to charge nurse or MA at location indicated on map.</td></tr> <tr><td>888</td><td></td><td>1 Dialysis</td><td>ROC</td><td>Notify Reception Desk on arrival to contact RN for blood delivery hand off</td></tr> </tbody> </table>	Tube Station	Floor	Unit Name	Building	Special Instructions	659		5 Post Partum	Maternity Tower		660		4 Post Partum	Maternity Tower		661		3 NICU	Maternity Tower		662		3 NICU	Maternity Tower		663		2 High Risk OB	Maternity Tower		664		2 Birthing Area Labor and	Maternity Tower	Tube station in OR. No access. Go to station 676.	676		2 Delivery	Maternity Tower		677		2 Recovery	Maternity Tower	Tube station in OR. No access. Go to station 676.	678		3 NICU	Maternity Tower		679		3 NICU	Maternity Tower		680		4 Post Partum	Maternity Tower		682		5 Post Partum	Maternity Tower		886		1 Hem-Onc Infusion	ROC	Give blood to charge nurse or MA at location indicated on map.	888		1 Dialysis	ROC	Notify Reception Desk on arrival to contact RN for blood delivery hand off	BB Team Member
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3	<b>Notify designated Runners that a delivery is needed</b>	Runners for Blood Bank will be stationed in hall outside of BB Dispense Window	BB Team Member																																																																											
4	Dispense blood product in Cerner following SOP	Use current BB Dispense process with BLUE Dispense Verification Form	BB Team Member																																																																											
5	<b>Place Product and Dispense Packing Slip in Biohazard Bag</b>		BB Team Member																																																																											
6	Hand product to Runner for delivery		BB Team Member and Volunteer Runner																																																																											
7	<b>Verify Delivery location and Tube Station # with Volunteer Runner</b>		BB Team Member and Volunteer Runner																																																																											
8	File Signed Dispense Packing Slip when returned to Blood Bank by Runner		BB Team Member																																																																											