




In-Hospital Cooler Sign Out Log

Date	Time Ready	Expire Time	Cooler #	Patient Name	Ward	BB Staff	Replace ✓	Return R
Completed by Transport/Pickup Staff and BB Staff								
Pickup Time	Pickup Staff Name (first initial & last name)		Patient Name & MRN for Pick up (Patient Clinic Label or Handwritten)			BB Staff		
13:25	M. Kelly, RN							

Date	Time Ready	Expire Time	Cooler #	Patient Name	Ward	BB Staff	Replace ✓	Return R
Completed by Transport/Pickup Staff and BB Staff								
Pickup Time	Pickup Staff Name (first initial & last name)		Patient Name & MRN for Pick up (Patient Clinic Label or Handwritten)			BB Staff		

KEY: Returned = “R” to be entered in column when Cooler Returned to Blood Bank.