



Indiana University Health

Indianapolis, IN 46202

Standard Operating Procedure Manual (SOP) – Transfusion Medicine

Procedure #: BBQA – F001.01
Manual: Quality Assurance
Original Effective: 04/27/09
Revised: 04/24/2018
Revision Effective: 05/07/2018

Deviation From SOP

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Date: 02/19/2026 Affected SOPs: Irradiation of Blood Products 3400

Samples Involved: Versiti blood products for Irradiation

Description:

Versiti Indiana Donor Center reached out inquiring if IU Health Riley would irradiate blood products temporarily for them while their Irradiator is out of service being repaired.

Expected time frame ~1 week starting 02/20/2026.

Temporary procedural steps/Standard Work was developed (as outlined in attached emails) to instruct team members on process and expectations.

Possible Effects:
none

Tracie Ingle

Tracie Ingle (02/19/2026 18:38:07 EST)

Technologist

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Tanner Hardy, DO (02/19/2026 18:49:53 EST)

Approved By



Irradiation for Versiti Indiana Donor Center

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PURPOSE: Describe process to use IUH Riley Blood Irradiator to provide Irradiation service to Versiti Indiana Donor Center as a backup when their devices are down.

SCOPE: All Blood Bank Team Members trained for the use of the Blood Irradiator.

POLICY STATEMENTS:

Versiti Indiana will adhere to the following guidelines for this backup service:

1. Cap of approximately 10 units per day.
2. **Units delivered once per day.**
3. **Monday–Friday only.**
4. **Delivery window between 10:00 a.m. and 3:00 p.m.**
5. Will call Riley Blood Bank at (317) 948-9610 and speak with a supervisor or team lead prior to sending product.
6. Versiti understands units may not be irradiated immediately upon receipt.
7. Versiti staff will drop off and return to pick up irradiated units.
8. There will be a warehouse transfer slip (packing slip) with the units.
 1. IU Health should just confirm the units match the transfer slip and ensures that the slip remains with the units.
9. Versiti will provide products with RadSure tags attached.

PRINCIPLE/BACKGROUND: None

MATERIALS: Rad Source RS 3400 Blood Irradiator

SPECIMEN REQUIREMENTS: None

PROCEDURE:

- 1.0 Versiti will contact IU Health to inform of need for services and how many units will be sent to IU Health Riley Hospital.
 - 1.1 Versiti Indiana will affix Rad-Sure® label to each product.
 - 1.2 Blood Units will arrive with packing list “Versiti Warehouse Transfer Slip”



Irradiation for Versiti Indiana Donor Center

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- 2.0 On receipt of products, perform Inspection as outlined in Procedure: Received Components from Other Institutions.
 - 2.1 **Do Not log units into Cerner Computer system.**
 - 2.2 Ensure all products listed on transfer sheet are included
 - 2.3 Minimize blood product time out of controlled temperatures.

 - 3.0 Irradiate products following steps in Procedure: Irradiation of Blood Products: RS 3400
 - 3.1 DO NOT modify any Versiti back up irradiation products in Cerner
 - 3.2 Complete a separate form (Form: Blood Irradiation Log: 3400) when irradiating Versiti back up blood products.
 - 3.2.1 Using a separate form will help keep track of number of units we irradiate for Versiti separately from IU Health’s blood products.

3.2.2 COMPLETE the Rad-Sure® label with the date and operator initials
 - 3.2.3 After Irradiation is completed: Check to ensure that film window box of the Rad-Sure® label becomes Black or Opaque and the word NOT is obscured, indicating that irradiation is complete.
 - 3.2.3.1 If Rad-Sure® label FAILS inspection after irradiation cycle: Notify Supervisor immediately.
 - 3.3 Return products to controlled temperature storage area, as soon as each batch of irradiation is completed.

 - 4.0 Repack Versiti boxes:
 - 4.1 Place the “Versiti Warehouse Transfer Slip” back in box with returned irradiated units
 - 4.2 Ensure all units listed are appropriately loaded in the return box
 - 4.3 Contact Versiti Distribution by calling 317-916-5279 or Cam the supervisor at 317-366-9215 and notify them that units are ready for pick up.
 - 4.4 Make a COPY of the completed Form: Blood Irradiation Log:3400 and place in box with returned units.
 - 4.4.1 Place the original form in the Supervisor Tray for review.

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