


<p>Name of Policy: Facilities and Safety</p> <p>Policy Number: 3364-108-109</p> <p>Approving Officer: Senior Hospital Administrator Director, Blood Transfusion Service</p> <p>Responsible Agent: Blood Transfusion Service Supervisor Administrative Director, Lab</p> <p>Scope: University of Toledo Medical Center Pathology/Laboratory – Blood Bank</p>	 <p>Effective date: 03/03/2025</p> <p>Original effective date: 01/1998</p>
<p>Key words: Facilities, Safety, PPE, SDS, Precautions</p>	
<input type="checkbox"/> New policy proposal	<input type="checkbox"/> Minor/technical revision of existing policy
<input type="checkbox"/> Major revision of existing policy	<input checked="" type="checkbox"/> Reaffirmation of existing policy

(A) Policy Statement

The Blood Transfusion Service has a process to ensure safe conditions in the workplace.

(B) Purpose of Policy

To define processes and training programs for emergency and disaster preparedness, chemical hygiene, bloodborne pathogens and general safety and to ensure adequate environmental conditions are maintained.

(C) Procedure

- (1) The Blood Transfusion Service maintains an Emergency Preparedness and Disaster Plan. Drills in this procedure, as well as lab evacuation and fire safety are conducted by UTMC at periodic intervals. Evaluations of the drills are performed, and corrective action implemented as needed.
- (2) The Blood Transfusion Service may access the online UT Safety Manual including safety policies and procedures applicable to both the hospital and the college. The online version also includes the Pathology Safety Manual and addresses training in Chemical and Hazardous Waste Management, Electrical and Fire Safety, Infection Control, Injury and Crime Prevention, Radiation Safety, Risk Management. Each employee must attend Orientation and Training Inservices upon employment at UTMC that cover training in all the above areas. Each employee must pass a test administered by UTMC covering each of these areas annually. Employees who fail to obtain a passing score will obtain remedial education. The UTMC Health and Safety Website also includes access to applicable SDS (Safety Data Sheets) through CHEMWATCH. All Lab employees are required to maintain competence in the standards of Universal Precautions and the use of Personal Protective Equipment. All personnel are trained in proper handling and disposal of potentially infectious waste and materials.

## (D) References

- (1) AABB Standards for Blood Banks and Transfusion Services, current edition

<p>Approved by:</p> <p>/s/</p> <hr/> <p>Lauren Stanoszek, M.D. Assistant Professor Director, Blood Transfusion Service</p> <p>3/1/2025</p> <hr/> <p>Date</p> <p>/s/</p> <hr/> <p>Russell Smith Pharm D, MBA, BCPS, CPEL, FACHE Senior Hospital Administrator</p> <p>3/3/2025</p> <hr/> <p>Date</p> <p><i>Review/Revision Completed by:</i> Danielle Weilnau MLS(ASCP)<sup>CM</sup></p>	<p>Policies Superseded by This Policy:</p> <ul style="list-style-type: none"> <li>• <i>None</i></li> </ul> <p>Initial effective date: 01/1998</p> <p>All Review/Revision Dates:</p> <p>1/98 3/99 1/05 1/2008 6/9/2008 3/22/2011 3/01/2013 3/2/2015 3/1/2017 3/1/2019 3/1/2021 3/20/2023 03/03/2025</p> <p>Next review date: 03/03/2027</p>
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