


<p><u>Name of Policy: Collection and Identification of Specimens</u></p> <p><u>Policy Number: 3364-108-301</u></p> <p><u>Approving Officer: Senior Hospital Administrator Director, Blood Transfusion Service</u></p> <p><u>Responsible Agent: Blood Transfusion Service Supervisor Administrative Director, Lab</u></p> <p><u>Scope: University of Toledo Pathology/Laboratory – Blood Bank</u></p>	<div style="text-align: center;">  </div> <hr/> <p><u>Effective date: 03/01/2025</u></p> <p><u>Original effective date: 08/1986</u></p>
<p><u>Key words: Collection, Identification, Blood Type, Type, Screen, Specimens</u></p>	
<input type="checkbox"/> <u>New policy proposal</u>	<input checked="" type="checkbox"/> <u>Minor/technical revision of existing policy</u>
<input type="checkbox"/> <u>Major revision of existing policy</u>	<input type="checkbox"/> <u>Reaffirmation of existing policy</u>

(A) ~~(A)~~ Policy Statement

The Blood Transfusion Service uses a unique system of patient and specimen identification. The system consists of a Blood Bank patient bracelet containing a unique Blood Bank armband number with corresponding numbered specimen labels for all pre-transfusion testing. Labels from the LIS system may be used for non-transfusion testing. with corresponding numbered patient bracelets.

(B) ~~(B)~~ Purpose of Policy

To provide two independent identifiers linking the patient identification on the pretransfusion testing specimens to the crossmatched units and the intended transfusion recipient.

(C) ~~(C)~~ Procedure

(1) ~~Section 1:~~ Specimens for Compatibility Testing

- (a) The specimen required for pretransfusion testing is one 6-mL EDTA pink stoppered tube. The minimum amount required is 2 mL whole blood in EDTA tube for uncomplicated crossmatch.
- (b) Specimens for pre-transfusion testing must be labelled using the label from the Use GREEN Blood Bank Armband system. Pre-transfusion testing samples labelled with the LIS label are unacceptable and will be rejected. label The following information must be contained on the label:
 - (i) with the Ppatient's first and last -nameand
 - (ii) last names, IDMedical Record Number (MRN);
 - (iii) Time and date of the collection and initials of the phlebotomist obtaining the sample to label
 - (iv) Initials of the collector are documented either on the tube or are traceable in the LIS.

- (c) ~~The specimen~~ tubes must be labelled at the patient's bedside.
- (d) The phlebotomist collector must attach the GREEN Blood Bank ~~corresponding~~ patient bracelet to the patient at the time of specimen collection.

NOTE: Specimens collected for other lab tests and relabeled at another time for compatibility testing are unacceptable.

NOTE: See Attachment #A "Specimen Collection for Blood Transfusion Testing" for complete instructions and examples of how the GREEN band system is used.

- (e) When the specimen is received in Blood Bank, compare the identification information on the "Request for Blood Transfusion" form or LIS specimen collection labels to the identification information on the specimen and confirm the information is in agreement prior to specimen acceptance (Log-in).
- (f) Verify the phlebotomist's initials, date and time collected are on the specimen. This information may be obtained and verified by the phlebotomist collector and filled in by BTS personnel if not completed. However, if discrepancies or doubt about the identification of the specimen exist, ~~or no phlebotomist personally verifies collecting the specimen,~~ a new specimen must be obtained.
- (g) ~~Specimens from the Emergency Department or specimens from off-site locations are acceptable with at least First and Last name AND at least one of the following forms of unique ID matching: MRN, Date of Birth and BBID number. All specimens must have two matching patient identifiers for acceptance.~~ When variances in the specimen collection process are noted, the phlebotomist collector receives a copy of "Specimen Collection for Blood Transfusion Testing" Attachment A for re-education.
- (h) A blood type only (ABO/RHBLT) must be ~~completed~~ and entered into BBIS prior to transfusion of type-specific plasma. A blood type only (ABO/Rh) should also be completed as well as for patients receiving pooled cryoprecipitate or platelets.
- (i) A labeled, anticoagulated specimen in its original container from another department in the laboratory Hematology or Coag. ~~(aliquoted specimens are unacceptable)~~ may be used for this test since ~~no pretransfusion specimen crossmatches are not~~ required for ~~each~~ transfusion of platelets, plasma, ~~or~~ cryoprecipitate.

NOTE: Aliquot tubes are unacceptable for testing. All specimens must be in the original collection container.

(2) ~~Section 2:~~ Specimens for Other Blood Transfusion Service Tests

- (a) Green ID system Blood Transfusion Service labels are not required for specimens collected for tests other than compatibility testing. However, all specimens must be in original, stoppered containers and labeled with the following information:
 - (i) ~~the p~~ Patient's first ~~and~~ last names,

(ii) ~~ID#~~ Medical Record Number (MRN);

(iii) ~~T~~ Time and date of collection.

(iv) Initials of the ~~phlebotomist~~ collector are documented either on the tube or are traceable in the LIS.

NOTE: Aliquot tubes are unacceptable for testing. All specimens must be in the original collection container.

(3) ~~Section 3:~~ Retention of Specimens

(a) All specimens tested in the Blood Transfusion Service shall be retained for a minimum of 21 days.

(b) If the recipient has had no pregnancy or transfusion in the preceding 3 months,
~~S~~specimens may be collected ~~for~~ in Pre-Admission testing up to 30 days prior to surgery, ~~if the recipient has had no pregnancy or transfusion in the preceding 3 months.~~ These specimens are held for at least 7 days after transfusion.

(D) References

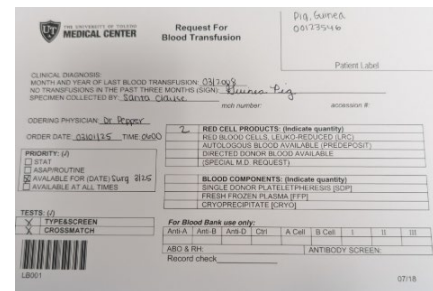

(1) AABB Standards for Blood Banks and Transfusion Services, current edition.

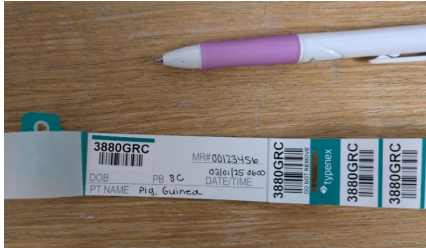
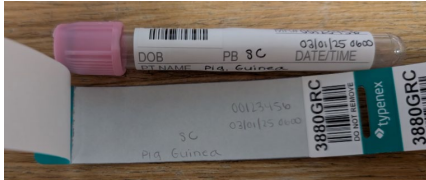

<u>Approved by:</u> <u>Lauren Stanoszek, M.D.</u> <u>Assistant Professor</u> <u>Director, Blood Transfusion Service</u> <u>Date</u> <u>Russell Smith Pharm D, MBA, BCPS, CPEL,</u> <u>FACHE</u> <u>Senior Hospital Administrator</u> <u>Date</u> <u>Review/Revision Completed by:</u> <u>Danielle Weillnau MLS(ASCP)^{CM}</u>	<u>Policies Superseded by This Policy:</u> <u>•None</u> <u>Initial effective date: 08/1986</u> <u>All Review/Revision Dates:</u> <u>6/96</u> <u>1/98</u> <u>3/99</u> <u>7/00</u> <u>9/02</u> <u>1/05</u> <u>1/2008</u> <u>6/9/2008</u> <u>3/22/2011</u> <u>3/01/2013</u> <u>3/2/2015</u> <u>3/1/2017</u> <u>4/25/2018</u> <u>3/1/2019</u> <u>3/1/2021</u> <u>3/20/2023</u> <u>03/01/2025</u> <u>Next review date: 03/01/2027</u>
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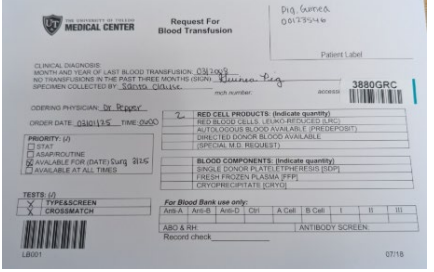

<u>Approved by:</u> <u>Lauren Stanoszek, M.D.</u> <u>Assistant Professor</u> <u>Director, Blood Transfusion Service</u> <u>Date</u> <u>Christine Stesney-Ridenour</u> <u>Chief Operating Officer-UTMC</u> <u>Review/Revision Completed By:</u> <u>Danielle Weillnau, MLS(ASCP)^{CM}</u>	<u>Review/Revision Date:</u> <u>6/96</u> <u>6/9/2008</u> <u>1/98</u> <u>3/22/2011</u> <u>3/99</u> <u>3/01/2013</u> <u>7/00</u> <u>3/2/2015</u> <u>9/02</u> <u>3/1/2017</u> <u>1/05</u> <u>4/25/2018</u> <u>1/2008</u> <u>3/1/2019</u> <u>3/1/2021</u> <u>3/20/2023</u> <u>Next Review Date: 3/1/2025</u>
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Policies Superseded by This Policy:

Attachment A – Blood Bank Specimen Collection Instructions

<u>Procedure</u>	<u>Explanation</u>	<u>Additional Information</u>
1. Obtain completed “Request for Blood Transfusion” form and/or lab order in the LIS.	1. <u>Use to verify identity of transfusion recipient.</u>	
2. Obtain green ID band/ ID numbers.	2. <u>Use to identify transfusion recipient, pretransfusion testing specimen and compatible blood units.</u>	
3. Identify patient. Ask patient to state “own name.” Verify identity by checking name and MRN on hospital ID band. Scan the patient’s hospital armband into the LIS to verify patient identification and print specimen label. Compare this information with the patient identification and/or the “Request for Blood Transfusion.” Do not proceed until discrepancies are	3. <u>Positive identification of the transfusion recipient and the specimen used for pretransfusion testing is a crucial step in the transfusion process.</u>	

<p><u>resolved.</u></p> <p>4. <u>Complete all requested information on label of GREEN Blood Bank band using ball-point pen including Patient first and last name, MRN, collection Date/Time. Initials of the collector must either be on the tube or traceable in the LIS.</u></p> <p><u>Double check all handwritten labels for accuracy. Specimens with labels containing clerical errors are unacceptable.</u></p> <p><u>NOTE:</u> <u>Specimen label must contain FULL first and last name. (ex. John Smith is acceptable, J. Smith is unacceptable)</u></p>	<p><i>4. <u>All information on the Blood specimen label must be completed and must not contain clerical errors.</u></i></p>	
<p>5. <u>Withdraw blood for LARGE 6 mL pink top tube. Peel the completed label (top copy) from the band and apply completed label to the tube so as not to obstruct the contents of the tube.</u></p> <p><u>If additional tubes are obtained, label with Blood ID number stickers, patient name, hospital number, date, and time. Initials of the phlebotomist must either be on the tube or traceable in the LIS.</u></p>	<p><i>5. <u>Tubes must be labeled before leaving the patient's bedside. Minimum specimen is 2 ml blood in a pink top tube.</u></i></p>	
<p>6. <u>Place clear plastic cover over label on wristband. Apply the band to patient's wrist or ankle, size to the patient and insert peg through hole in band. Fold tab over and secure to peg with snap. Do not apply to a shunted extremity of a renal patient. Instruct patient not to remove band.</u></p>	<p><i>6. <u>Patients without a Blood ID band cannot be transfused with crossmatched blood until a properly identified specimen is obtained and tested.</u></i></p>	

<p>7. <u>Place Blood ID number on “Request for Blood Transfusion” and sign request under “Specimen collected by:” if PAT. If the patient is not collected PAT or the “Request for Blood Transfusion” is not signed, collector must be traceable in the LIS.</u></p>	<p><u>7. Collector must be identified.</u></p>	
<p>8. <u>Send specimen, request (if applicable), LIS label, and extra Blood ID numbers to laboratory.</u></p>	<p><u>8. Compatibility testing cannot proceed until a “Request for Blood Transfusion”, or LIS label is received to verify patient and specimen identity.</u></p>	

If a patient has been transfused or pregnant within the preceding three months, or the history is uncertain or unavailable, the specimen used for crossmatch must be obtained from the patient within 3 days of the scheduled transfusion, the day of draw counting as day 0.

All testing must be repeated on each specimen submitted with a request for compatibility testing.

If a patient has not been transfused or pregnant within the last three months, a pre-admission testing specimen may be drawn up to 30 days before a scheduled surgery and used for crossmatch up to 2 days after surgery.

Reference: AABB Standards for Blood Banks and Transfusion Services, current edition.