

**FACILITY NAME  
ADDRESS  
BLOOD TRANSFUSION SERVICE**

**TRANSPORT OF BLOOD, BLOOD COMPONENTS AND PLASMA DERIVATIVES  
ACCOMPANYING A PATIENT**

**DISCLAIMER:** This policy and procedure is approved for use within the (FACILITY NAME OR DISTRICT) Blood Transfusion Service (BTS) facilities ONLY. No liability will be assumed for its use outside the (FACILITY NAME OR DISTRICT). Any facility wishing to use this resource should carefully assess their specific needs before incorporating this document in whole or part. If any part of this document is used the (FACILITY NAME OR DISTRICT) BTS requests that applicable credit be included in the reference listing. – (NAME OF LABORATORY MANAGE), Manager, (FACILITY NAME OR DISTRICT) Blood Transfusion Service.

APPROVED BY:

	NAME & SIGNATURE	DATE
MEDICAL DIRECTOR		2004
TECHNICAL MANAGER		2004

SUPERSEDES:

REVIEWED BY:

NAME	SIGNATURE	DATE

DATE REMOVED FROM SERVICE:

**PURPOSE**

- To describe the process to be followed for packaging blood, blood components and plasma derivatives accompanying a patient, who may require transfusion during transport to another facility.
- To describe the process to be followed to ensure traceability of all blood, blood components and plasma derivatives during transport.

**SCOPE**

- This procedure applies to all blood, blood components and plasma derivatives that may be transported with a patient with a possibility of transfusion occurring during transport to another facility.
- Blood, blood components and plasma derivatives that are transported with a patient and **not** intended to be transfused en route should be packaged according to SOP (*insert SOP#*) PACKAGING BLOOD, BLOOD COMPONENTS AND PLASMA DERIVATIVES FOR TRANSPORT TO OUTSIDE FACILITIES.
- Plasma derivatives that have similar storage requirements to blood should be packaged for transport in the same manner as blood described in this procedure.

**RELATED POLICIES/PROCEDURES**

SOP	PROCEDURE NAME
	PACKAGING BLOOD, BLOOD COMPONENTS AND PLASMA DERIVATIVES FOR TRANSPORT TO OUTSIDE FACILITIES

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SOP	PROCEDURE NAME

MATERIALS

REAGENTS	SUPPLIES/EQUIPMENT
	Transport container (1.75" thickness inner Styrofoam container with lid 11.5" w x 11.5" l x 11.75" h with a heavy outer cardboard box and strap)
	Plastic bag liners
	Gel pack (10.5" w x 9.5" h) chilled to 4°C ±2°C for at least 24 hours
	Ice pack (8" w x 8" h) frozen to -18°C for at least 12 hours
	Corrugated cardboard insert(s) dimensions 8" X 8"
	Newsprint
	Security seal device

RELATED FORMS/DOCUMENTS

FORM/DOCUMENT #	FORM/DOCUMENT NAME
	Transport label
	Release Voucher

PROCEDURE

STEP	ACTION
1	Obtain a specimen, if time permits, and perform testing according to SOP ( <i>insert SOP# and name</i> ).
2	Select appropriate blood/blood components/derivatives according to SOP ( <i>insert SOP# and name</i> ).
3	Contact patient care area where recipient is located to determine transfer facility.
4	Ensure all blood/blood components/derivatives are labelled with recipient's identifying information according to SOP ( <i>insert SOP# and name</i> ).
5	Prepare blood/blood components/plasma derivatives for transport according SOP ( <i>insert SOP#</i> ) PACKAGING BLOOD, BLOOD COMPONENTS AND PLASMA DERIVATIVES FOR TRANSPORT TO OUTSIDE FACILITIES.
6	Complete release voucher including the shaded patient information areas according to SOP ( <i>insert SOP#</i> ) PACKAGING BLOOD, BLOOD COMPONENTS AND DERIVATIVES FOR TRANSPORT TO OUTSIDE FACILITIES.

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STEP	ACTION
7	Contact receiving facility by telephone to inform BTS of transfer of blood products and fax copy of release voucher with recipient's information to receiving facility. Document on release voucher.
8	Contact patient care area where recipient is located to arrange pick up of blood/blood components/plasma derivatives.
9	Retain copy of release voucher indefinitely.

NOTES

- Blood, blood components and plasma derivatives transported with a patient but **not** intended to be transfused en route should be packaged according to SOP (*insert SOP#*) PACKAGING BLOOD, BLOOD COMPONENTS AND PLASMA DERIVATIVES FOR TRANSPORT TO OUTSIDE FACILITIES and security sealed.

REFERENCES

- A Model Quality System for the Transfusion Service. Bethesda, MD: American Association of Blood Banks, 1997.
- Brecher, Mark E, ed. Technical Manual, 14<sup>th</sup> edition. Bethesda, MD: American Association of Blood Banks, 2002.
- CSA Standard Z902-04 Blood and blood components. Mississauga, ON: Canadian Standards Association, March 2004.
- CSTM Standards for Hospital Transfusion Services, Version 1. Ottawa, ON: Canadian Society for Transfusion Medicine, 2004.
- Standards for Blood Banks and Transfusion Services: 22nd edition. American Association of Blood Banks, 2003.

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