Completion of transfusion episode and associated documentation

Blood Transfusion Procedure

Purpose of this procedure:

This procedure outlines how a transfusion episode should be completed correctly, including associated documentation, to ensure an accurate healthcare record for the patient is maintained as well as fulfilling the legal requirement to be able to confirm the fate of each donated blood component.

The Procedure:

- The patient's temperature, pulse, blood pressure and respiratory rate should be re-measured and documented on completion of the transfusion episode. This measurement must be taken within 60 minutes of the transfusion episode finishing

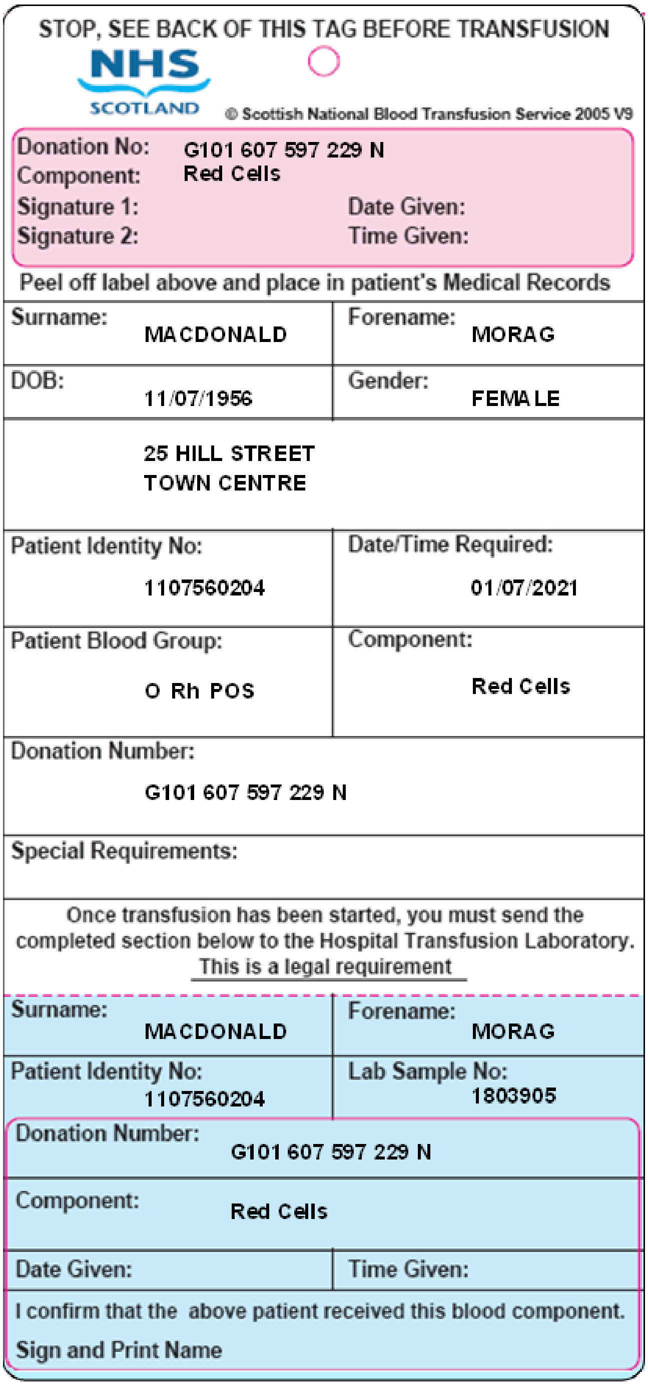
- Empty blood bags should be kept in the ward until completion of the transfusion episode. If observation of the patient at completion of the transfusion reveals no evidence of an adverse reaction, the packs may be placed in the standard "clinical waste" bag for disposal

- The giving set can also be placed in "clinical waste" if still securely attached to the used blood bag, but if separated must go in a sharps container

- Sharps must be disposed of in a sharps container

- In the event of blood transfusion being followed by other intravenous fluids, a change of giving set is required. It is not necessary to give a crystalloid "flush" on completion of transfusion

- Ensure that the pink adhesive traceability sticker has been completed and secured to the Transfusion Record and that the completed blue traceability tag has been returned to the transfusion laboratory. It is essential that this is done for every component transfused to trace every blood component from donor to recipient, a requirement of UK law (Blood Safety and Quality Regulations 2005), please see example below:



STOP, SEE BACK OF THIS TAG BEFORE TRANSFUSION

NHS SCOTLAND

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Donation No: G101 607 597 229 N	
Component: Red Cells	
Signature 1:	Date Given:
Signature 2:	Time Given:

Peel off label above and place in patient's Medical Records

Surname: MACDONALD	Forename: MORAG
DOB: 11/07/1956	Gender: FEMALE
25 HILL STREET TOWN CENTRE	
Patient Identity No: 1107560204	Date/Time Required: 01/07/2021
Patient Blood Group: O Rh POS	Component: Red Cells
Donation Number: G101 607 597 229 N	
Special Requirements:	

Once transfusion has been started, you must send the completed section below to the Hospital Transfusion Laboratory. This is a legal requirement

Surname: MACDONALD	Forename: MORAG
Patient Identity No: 1107560204	Lab Sample No: 1803905
Donation Number: G101 607 597 229 N	
Component: Red Cells	
Date Given:	Time Given:

I confirm that the above patient received this blood component.

Sign and Print Name

The Pink 'peel off' part must be signed by the two staff members involved in checking / administering the transfusion with the date and time stated and placed against the associated component written authorisation in the patient's transfusion record

The Blue 'tear off' section MUST be completed in full by the registered member of staff administering the transfusion and MUST be returned to the hospital transfusion laboratory as soon as possible but always within 3 days of the transfusion.

NB Even if the patient only receives a fraction of the blood component this still means the patient has received a transfusion.

- Ensure that the time the transfusion was completed is documented on the Transfusion Record
- Upon completion of the transfusion ensure Transfusion Record is fully completed before filing in the patient's healthcare record. For all areas where electronic patient records are in place this document must subsequently be uploaded to the patient's electronic healthcare record
- Record the volume of the blood component transfused on the fluid balance chart (or 24 hour chart)

- Record in the patient's healthcare record whether or not the transfusion achieved the desired effect, along with the management and outcome of any transfusion reaction or adverse event

- At discharge, ensure the patient is aware and the patient's GP is informed that the patient has received a transfusion, and therefore is no longer eligible to donate blood

Associated materials/references:

NHS Lothian Blood Transfusion Policy

NHS Lothian Blood Transfusion Procedure: Administration of blood components

NHS Lothian Blood Transfusion Procedure: Monitoring of patient during and following transfusion