BDS18 Collect blood/blood products for transfusion

About this workforce competence
This workforce competence covers the collection of blood and blood products from the hospital blood bank or satellite fridge for a patient who needs a transfusion of blood or blood products.

This includes selecting the correct blood and/or blood product to be transfused, completing and understanding the minimum requirements on the blood collection slip (or equivalent local patient documentation) and checking that blood is correctly labelled.

This workforce competence is relevant to anyone required to carry out this activity to support safer blood transfusion by ensuring the correct blood or product is given to the correct patient.

This workforce competence has specific links with the following workforce competences related to transfusion of blood/blood products:
- BDS17 Organise the receipt of blood/blood products for transfusion
- BDS19 Prepare to administer transfusion of blood/blood products to patients
- BDS20 Administer a transfusion of blood/blood products

Links
This workforce competence has indicative links with the following dimensions and levels within the NHS Knowledge and Skills Framework (October 2004)
Dimension: EF3 – Transport and logistics
Level: 1

Origin
This workforce competence has been developed the National Patient Safety Agency (NPSA), in collaboration with Skills for Health. The NPSA is currently working towards ensuring that the competencies receive endorsement from Skills for Health and are displayed on their website in 2007.
Glossary

This section provides explanations and definitions of the terms used in this workforce competence. In competences it is quite common to find words or phrases used which you will be familiar with but which, in the detail of the competence, may be used in a very particular way.

**Individual**

the person for whom the blood and/or blood product has been obtained.

**Patient documentation**

denotes the term used for written patient identification information that is taken to the fridge when blood is collected (i.e. a blood collection slip or prescription).

**Scope**

This section provides guidance on possible areas to be covered in this workforce competence.

**Minimum dataset**

Includes the patient’s:

a) full name  
b) date of birth  
c) hospital number or other patient identification number (i.e. hospital or NHS number)  
d) first line of address

**Appropriate action**

This could be:

a) immediately contacting the blood transfusion department  
b) informing the person making the request

**Recording documentation**

May include:

a) paper based  
b) electronic

**Success indicators**

May include:

a) flashing light  
b) audible sound

**Relevant member of staff**

May include:

a) a registered practitioner
Performance Criteria

You need to:
1. collect the **patient documentation** for blood collection from the member of staff making the request for blood
2. confirm that the **minimum dataset** is completed on the patient documentation before leaving the clinical area
3. follow organisational procedures when removing blood/blood products from the fridge
4. locate and remove the unit of blood/blood products from the fridge
5. make sure you close the fridge door properly to avoid jeopardising the usability of other blood and/or other blood products which have been stored there
6. confirm you have the correct unit of blood/blood products by matching the details on unit removed from the fridge with the minimum dataset on the patient documentation
7. take the **appropriate action** if there is not an exact match between the blood unit and the patient documentation
8. accurately and legibly complete the required **recording documentation** related to removal of blood or blood products from the storage fridge, including:
   - the date and time of removal
   - your signature
9. where electronic systems are in use, carefully scan the label on the unit that you have removed checking **success indicators** have reacted correctly
10. promptly transport the blood back to the ward or area making the request
11. ensure you do not leave the blood or blood product unattended at any point
12. give the blood or blood product to the **relevant member of staff**.
13. with the member of staff, check the details on the delivered blood or blood product match those on the patient documentation.
14. obtain a signature if paper based patient documentation is being used
Knowledge and understanding

You need to apply:

Legislation, policy and good practice:

K1. A factual knowledge of the current European and national legislation, national guidelines and local policies and procedures which affect your work practice in relation to collecting blood/blood products for transfusion

K2. A working knowledge of your responsibilities and accountability in relation to the current European and national legislation, national guidelines and procedures

K3. A factual knowledge of the importance of working within your own sphere of competence and seeking advice when faced with situations outside your sphere of competence

K4. A working knowledge of the adverse events or patient safety incidents which can arise when collecting blood and/or other blood products from the fridge including:
   a) the potential consequences of leaving the fridge door open
   b) incorrectly matching blood to the wrong patient documentation
   c) failing to complete documentation accurately, appropriately and legibly

K5. A working knowledge of the human errors and systems problems which lead to misidentification of patients for blood transfusion including:
   a) omitting checks on poor written and verbal communication
   b) time pressure and high workload
   c) distractions and interruptions during tasks

Procedures and techniques

K6. A working knowledge of the factors to consider in selecting the appropriate blood product from the fridge including knowing the minimum dataset against which blood and/or other blood products should be checked i.e. the patient identifiers on blood the collection slip or local alternative

K7. A working knowledge of the remedial actions you should take if there are any problems identifying the correct unit to be collected

K8. A working knowledge of how to transport blood and/or other blood products from the fridge safely back to the ward and/or other clinical areas
Reporting, recording and documentation

K10. A working knowledge of the information that needs to be recorded on the blood collection slip (or other documentation used locally which is taken to the fridge when blood is collected)

K11. A working knowledge of the importance of completing documentation clearly, legibly and accurately

K12. A working knowledge of the importance of immediately reporting any issues which are outside your own sphere of competence to the relevant member of staff without delay