

Blood Transfusion: Collection

Candidate name:	Assessor name:
Job title:	Job title:
Signed:	Signed:
Trust/organisation:	Date of assessment:

PASS	FAIL
The candidate has passed an observed assessment of collection of blood components: it is their responsibility to ensure they do all of these steps for every blood component they collect.	

Observed assessment

Core identifiers: last name, first name, date of birth, unique patient ID number

Action: Circle Y or N here to indicate whether or not action was performed ↓

1. Collection document

Candidate checked the collection document states all patient **core identifiers** and the type of blood component to be collected Y N

2. Collecting the blood component

Candidate selected the correct blood component from the correct storage facility Y N

Candidate checked all **core identifiers** on collection document matched those on the compatibility label attached to the blood component Y N

Candidate checked blood group and component type Y N

Candidate checked component expiry date, and inspected for leaks or discolouration Y N

Candidate checked unique blood bag donation number matches that on the bag label Y N

Candidate signed for and documented the date and time of removal of the blood component (or electronically verified these details) Y N

3. Delivery of the component

Candidate transported the blood component directly to the clinical area Y N

Candidate handed the blood component to an appropriate member of clinical staff Y N

Candidate ensured receipt of the blood component into clinical area is documented Y N

Candidate ensured the blood component was not left unattended at any time

4. Return of the component

Candidate collected the unit to be returned ASAP Y N

Candidate returned the unit to the correct location within the correct storage facility Y N

Candidate documented the date and time of return of the blood component (or electronically verified these details) Y N

5 Collection of emergency stock group O blood (electronically / manually)

Candidate headed immediately to correct storage facility for emergency blood Y N

Candidate removed correct blood component and emergency stock group for patient Y N

Candidate checked unique blood bag donation number matches that on the bag label Y N

Candidate checked unit for expiry date, and inspected for leaks or discolouration

Candidate signed for and documented the date and time of removal of the blood component (or electronically verified these details) Y N

Candidate took blood unit immediately to required clinical area Y N

Candidate informed transfusion laboratory emergency stock had been removed (if no electronic alert already transmitted to laboratory) Y N

Candidate should explain what they are doing when it is not an observable action

All the above must be achieved in this order to pass the observed assessment