

PRETRANSFUSION LABELLING REQUIREMENTS

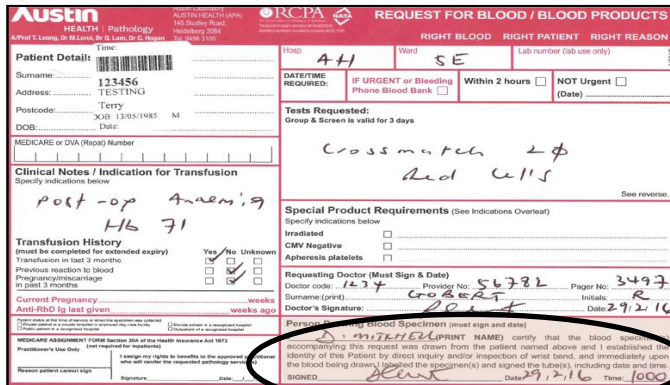
FOR-HBLO-211

Issued 2nd October 2020 Approved by J Wiid

Austin Health Policy states that all specimens and request forms for pre-transfusion testing MUST COMPLY WITH THE MANDATORY LABELLING CRITERIA, as outlined below:

PRE-TRANSFUSION REQUEST FORM MANDATORY LABELLING CRITERIA:

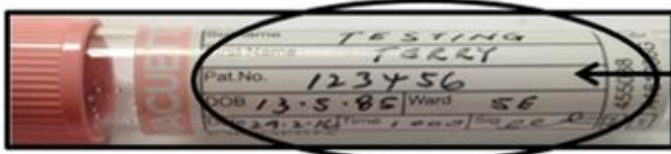
DETAILS:	REQUIREMENT:
Patient's Surname <u>AND</u> Given Name – In FULL:	MANDATORY
Patient's UR Number:	MANDATORY
Patient's Date of Birth:	MANDATORY
Collector's printed name <u>AND</u> their signature in the pink Collection Declaration Statement area:	MANDATORY
Full date <u>AND</u> time of specimen collection in the pink Collection Declaration Statement area:	MANDATORY



COLLECTOR MUST PRINT THEIR NAME; SIGN; DATE & TIME THE DECLARATION STATEMENT

PRE-TRANSFUSION SPECIMEN TUBE MANDATORY LABELLING CRITERIA:

DETAILS:	REQUIREMENT:
Patient's Surname <u>AND</u> Given Name – In FULL:	MANDATORY
Patient's UR Number:	MANDATORY
Patient's Date of Birth:	MANDATORY
Collector's signature or initials:	MANDATORY
Full date <u>AND</u> time of specimen collection:	MANDATORY



NOTE: The use of patient ID Labels or handwritten patient details are both acceptable

COLLECTOR MUST SIGN OR INITIAL; DATE & TIME THE SPECIMEN TUBE

Austin Health enforces a **ZERO TOLERANCE POLICY** on all mislabelled pre-transfusion specimens and request forms. If any of the Mandatory Labelling Criteria are not met the specimen and request form will be rejected and a re-collection will be required.

LABELLING DETAILS ON THE FORM AND TUBE MUST MATCH

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