# SOP Template: Post-transfusion Patient Assessment and Completion Documentation

This SOP details **post-transfusion patient assessment and completion documentation**, including monitoring patient vital signs, identifying and managing transfusion reactions, documenting transfusion details accurately, ensuring patient safety, and completing all required records promptly. It aims to provide a standardized approach for healthcare professionals to evaluate patient responses after transfusion and maintain comprehensive documentation for quality and compliance.

## 1. Purpose

To ensure safe, standardized assessment of patients following transfusion and prompt, accurate documentation in accordance with institutional and regulatory requirements.

## 2. Scope

This SOP applies to all healthcare professionals involved in post-transfusion care and documentation.

## 3. Responsibilities

- Nurses: Monitor, assess, and document patient status post-transfusion.
- Physicians: Respond to and manage any post-transfusion reactions.
- All staff: Ensure timely, accurate record-keeping.

## 4. Procedure

### 4.1 Immediate Post-transfusion Assessment

- Check and record patient's vital signs immediately at completion of transfusion (temperature, pulse, respiratory rate, blood pressure, oxygen saturation).
- Observe for signs of transfusion reaction (fever, chills, rash, dyspnea, pain, hypotension, anxiety, nausea).
- Ask patient about any new symptoms experienced during/after transfusion.
- Document findings promptly.

### 4.2 Ongoing Monitoring

- Continue monitoring vital signs as per institutional policy (e.g., 15, 30, 60 minutes post-transfusion and as indicated).
- Document all assessments.
- Report and manage any abnormal findings or adverse reactions according to reaction protocol.

### 4.3 Documentation of Transfusion Details

- Record date and time transfusion was completed.
- Document the blood product(s) transfused (type, volume, unit numbers).
- Note any difficulties or deviations from standard procedure.
- Complete any transfusion records or checklists as per policy.
- Report and log all suspected or confirmed transfusion reactions.

### 4.4 Final Patient Safety Checks

- Ensure proper disposal of used transfusion equipment.
- Confirm patient comfort and stability before leaving bedside.
- Educate patient/family on signs and symptoms to report following discharge.

## 5. Documentation Requirements

| Documentation | Required Elements | Who Completes? |
|---|---|---|

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| Transfusion Record/Form | Patient demographics, product details, start/end times, vital signs, signatures | Nurse |
| Progress Notes | Patient reaction, assessment findings, management steps | Nurse/Physician |
| Incident/Adverse Event Report | Details of reaction, interventions, outcome | Responsible Clinician |

## 6. References

- Institutional transfusion policy
- National Blood Transfusion Guidelines
- Regulatory standards (e.g., AABB, JC, local health authority)