

SOP: Pre-transfusion Blood Sampling and Labeling Procedures

This SOP details **pre-transfusion blood sampling and labeling procedures**, covering proper patient identification, aseptic blood sample collection, correct labeling techniques, documentation requirements, and verification processes to ensure sample integrity and prevent transfusion errors. The objective is to maintain patient safety and accuracy in blood transfusion operations by adhering to standardized protocols.

1. Purpose

To outline standardized steps for pre-transfusion blood sampling and labeling to ensure accuracy, minimize risk of transfusion errors, and enhance patient safety.

2. Scope

This procedure applies to all healthcare staff involved in pre-transfusion blood sampling and labeling at [Facility Name].

3. Responsibilities

- Nurses and phlebotomists: Collect samples, perform identification, label specimens, and document procedures.
- Transfusion services: Verify information and samples prior to transfusion.
- Supervisors: Ensure staff are trained and competent in the procedure.

4. Definitions

- **Patient Identifier:** Unique number/name (e.g., medical record number, full name, birth date).
- **Sample Integrity:** Confirmation that the sample belongs to the correct patient and has not been contaminated.

5. Procedure

1. Patient Preparation and Identification

- Verify patient identity using at least two unique identifiers (full name, hospital number, date of birth).
- Ask the patient to state their name and date of birth (if capable).
- Check details against the wristband and request form.

2. Aseptic Blood Sample Collection

- Perform hand hygiene and wear gloves.
- Use aseptic technique to draw the blood sample.
- Collect the required volume into appropriately labeled tubes.

3. Immediate Labeling at Bedside

- Label the sample tube **in the presence of the patient** immediately after collection.
- Write the following on the label:
 - Patient full name
 - Date of birth
 - Hospital number or MRN
 - Date and time of collection
 - Collector's initials/signature
- Do not pre-label or batch label tubes.

4. Documentation

- Complete the blood request form and sign it.
- Document the procedure in the patient notes/EHR, including time, date, and any difficulties encountered.

5. **Verification and Sample Transport**

- Double-check identifiers on sample, form, and wristband before sending to laboratory.
- Transport samples to the laboratory promptly under recommended conditions.

6. **Quality Control and Audit**

- Periodic audits of labeling accuracy and document reviews.
- Report and investigate any discrepancies or errors immediately.

7. **Related Documents**

- Transfusion Policy
- Hand Hygiene SOP
- Sample Transport Guidelines

8. **Revision History**

Date	Revision No.	Description of Change	Author
2024-06-01	1.0	Initial SOP template created	[Name]