Labeling of Blood Bank Specimens

Appropriate blood bank specimen tube types:

Pink Top K2EDTA Tube

Infants and small children

The person collecting the specimen assumes full responsibility for the correct identification of the patient. The specimen tube is to be labeled at the bedside from the patient’s Hospital Identification band.

- Information required on all Blood Bank specimens:
  1. Patient's complete first and last names (no nicknames)
  2. Medical Record Number (or Bill Account Number or Social Security Number)
  3. Date of collection
  4. Time of collection
  5. Associate’s employee number(s) (physicians may sign their names)
  6. SHHS Blood Bank ID band number

Attaching specimen labels:

Example of patient name cut off:

The label must contain complete first and last name. Write in, as necessary, to complete the missing information.

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Obtaining & Labeling a Blood Specimen and the Blood Band ID

a. Appropriate Blood Bank Specimen
The specimen for blood bank testing is a pink top tube (K2EDTA). A full tube should be collected and mixed well.

b. Obtaining a Blood Bank Specimen
The person collecting the specimen assumes full responsibility for the correct identification of the patient. All patient specimens must be collected at the bedside. Ask the patient to state their name and date of birth. Confirm this information with the patient's Hospital Identification (HID) band and with any labels that will be attached to the specimen. Laboratory personnel or unit personnel may collect the specimen for appropriate testing. The Collection Manager handheld device should be used whenever available.

c. Appropriate Labeling of the Blood Bank Specimen
The specimen tube is labeled at the bedside from the patient's Hospital Identification band. The following information is required on the specimen:
- Patient's complete first and last names (no nicknames)
- Medical Record Number (or Bill Account Number or Social Security Number)
- Date of collection / Time of collection
- Associate's / Tech's number(s) (physicians may sign their names)
- Blood Bank ID band number

Collection manager devices: If collected and labeled in the patient's presence using collection manager, only the BBID band number needs to be added to the specimen. The date and time of collection and the associate's numbers are automatically entered into the Sunquest Lab computer system with the use of these devices. The patient's name and number must be on the label, not partially cut off. When it is necessary to obtain the collection information, use function ANIQ (accession number inquiry).

Attaching specimen labels: Do not cover the original label with any other labels, e.g., the computer generated labels must not cover handwritten or other labels.

Rejected specimens: Hemolyzed, clotted, and short draw specimens will be rejected. All specimens that are not properly and completely labeled will be rejected. If the label is not legible (name/number are illegible or partially cut off), it will be rejected. For names or numbers that are partially cut off, write in, as necessary, to complete the missing information. It will be necessary to redraw the sample should it be rejected for any reason. Mis-labeled and mis-collected specimens will be reported via the Hospital's Online Event Reporting System (ERS).

Blood Bank Identification (BBID) band
All patients with specimens drawn for administration or possible administration of blood or blood products will have a BBID band placed on them at the time the specimen is drawn, by the person drawing the specimen.

Note: If the BBID band is removed for any reason, the person who removes the band must attach a new band and complete a 'BBID Band Change Form'. A second person must verify the band change and also sign the form. Attach the old band to a copy of this form and send both to the Blood Bank to update the patient's Blood Bank record. The original copy of this form should be placed in the chart. If there is no Blood Bank history on the patient, a new blood bank specimen may be requested when a BBID band is changed.

THIS SHOULD BE A RARE OCCURRENCE - CHANGING A BAND BECAUSE THERE ARE NO MORE PEEL OFF STICKERS IS NOT AN ACCEPTABLE REASON

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