1. **Principle**

National Standards require that there be written notification of transfusion to all recipients receiving blood and/or blood components.9.1

1. **Scope and Related Policies**
   1. All patients who have received a transfusion will be notified that they have received blood components and/or blood products.
   2. Notifications document ADM.002F or like facsimile will be used for this purpose.
   3. One notification will be issued per patient per year (outpatients) or admission (inpatients), or more frequently as determined by hospital policy or Transfusion Committee. See Section 8.0 Procedural Notes for potential exceptions.
2. **Specimens - N/A**
3. **Materials**

**Supplies:** Computer or manual record of transfused blood   
component/products

Notification of Transfusion ADM.002F

1. **Quality Control – N/A**
2. **Procedures**

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| 1. Notify patient upon receipt of blood component/ product transfusion – In hospital | 1. A notification document will accompany the first blood component/product issued to patient to the ward |
| 1. Record on the patient TM file that the notification of transfusion was provided to the patient. TM file can be either an electronic or paper file |
| 1. Notify patients who have been discharged prior to receiving notification | 1. Mail out notification of transfusion to patients who have not received their document (if ward has returned notification, or indicates that the patient did not receive notification prior to discharge) |
| 1. Record on the patient TM file that the notification of transfusion was provided to the patient. TM file can be either an electronic or paper file |
| 1. If patient requires special needs for future transfusions | 1. Refer to ADM.009 |

1. **Reporting – N/A**
2. **Procedural Notes**

# Notifications should not be sent to the operating rooms.

# Notifications should be sent to the Nursing unit to which the patient returned. This also applies to ‘blood box’ issues to Emergency and Delivery.

# The comment on the Transfusion Record will be clearly marked to show that the notification has been sent.

# Out-Patients units where long term treatments involve ongoing transfusions (e.g., MDCU, oncology, dialysis, sickle/thalassemia clinics):

* + 1. One notification will be issued at a minimum of once per year.

1. **References**
   1. CAN/CSA Z902-10 A National Standard of Canada. Blood and blood components, Canadian Standards Association Standards Council of Canada; February 2010: 11.2.2
   2. Interim Report Recommendations, Appendix H, Chapter 9: Commission of Inquiry on the Blood System in Canada, The Honorable Mr Justice Horace Krever, 1997.
2. **Revision History**

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| **Revision Date** | **Summary of Revision** |
| August 10, 2015 | * Revised name of manual * Revised sections 6.0 & 8.0 * Updated list of references to include most recent editions |