1. **Principle**

Post-donation donor information or manufacturing difficulties may sometimes necessitate a recall or withdrawal of products by the supplier. On occasion a recall may also be initiated as part of a lookback process.9.1

1. **Scope and Related Policies** 
   1. The hospital TML must remove the component/product from inventory following notification from the blood supplier.
   2. The hospital Transfusion Medicine Medical Director/Designate will (in conjunction with the patient’s attending physician) determine if recipient notification is required if any of the components/products have been transfused.9.1
2. **Specimens - N/A**
3. **Materials**

**Supplies:** Inventory of blood/components/products

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

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| --- | --- |
| 1. Receipt of notification of recall and /or withdrawal | 1. Upon receipt of notification of recall and /or withdrawal of products by the Blood Supplier immediately inform the Charge Technologist / Designate. On off shifts the Designate will be the most senior technologist on duty. |
| * + 1. The most senior technologist on duty will be responsible to find out the urgency of the recall.  |  |  | | --- | --- | | ***If*** | ***Then*** | | Situation is urgent (Urgent situation = immediate action required with regard to Patient/Doctor notification). | Every attempt must be made to contact the Manager of the TML or the TM Medical Director. | | situation is deemed less urgent (e.g., voluntary withdrawal of products) | The senior technologist is to be informed of the recall the next weekday  the following action is to be taken by the senior technologist on duty   * Ensure the component/ product is removed from stock and quarantined   Retrieve any component/ product that has been issued to Nursing units for stock and/or OR fridges. | |
| 1. When the blood supplier recalls a product, they will fax a notification of recall form to the designated fax machine for the TML. |
| 1. Reporting Disposition of Products recalled | 1. The Charge Technologist or designate will search records to determine the final disposition (transfused, expired, broken) of the units.      |  |  | | --- | --- | | ***If*** | ***Then*** | | the product is found in inventory | it will be removed and discarded or returned to the blood supplier according to instructions given by the blood supplier | | If the product has been transfused | The TM Medical director will determine if the patient/Physician needs to be notified | |
| 1. Document and sign all actions taken |
| 1. Advise staff on current and next shift of actions taken so that they are able to respond to telephone enquiries. |
| 1. Complete the notification form received from the blood supplier and fax back |

1. **Reporting – N/A**
2. **Procedural Notes – N/A**
3. **References**
   1. Clinical Guide to Transfusion online edition [www.transfusionmedicine.ca](http://www.transfusionmedicine.ca) Chapter 1 (updated April 2011) : p2
4. **Revision History**

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| --- | --- |
| **Revision Date** | **Summary of Revision** |
| August 10, 2015 | * Revised name of manual * Added sections 2.1 and 2.2 * Revised and renumbered section 6.0 * Updated list of references |