Notification of Blood Shortage

Hospital Name Here

Memo

To: [Enter name of Chiefs of Surgery, Anaesthesia, Critical Care, Trauma, Emergency, Hematology, Medicine, Directors of Laboratories, Nursing and Risk Management, Chairpersons of Transfusion Committee, Emergency Blood Management Committee]

From: [Enter name of Medical Director of Transfusion Service] Cc: [Enter name of Transfusion Service Manager / supervisor] Date: [Enter date]

Re: Notification of Blood Shortage:

### \*Amber Phase\*

We have received recent notification from the Canadian Blood Services (CBS) that they are currently experiencing a shortage of [**Enter name of blood component/product here**].

The shortage is the result of [**Enter the reason for the shortage here]**. Therefore, blood inventory levels may be reduced in order to conserve product for critical cases.

**The following modifications to blood ordering will be implemented**:

* + ordering of the product in short supply will comply to ordering guidelines as defined in the attachment provided with this communication
  + it may be necessary to defer elective transfusions and/or elective surgical procedures associated with probable blood use

Note: this shortage is expected to remain for **[Enter the expected time frame for shortage]**. Until you receive further notification, you will be asked to follow the hospital procedure for **Emergency Management of Blood – Amber Phase**.

Once inventory levels have stabilized, you will receive further notification of entry into Recovery Phase.

Should you experience a need for support in managing patients requiring blood during this period, please contact the Transfusion Service at

**[Enter the contact number desired].**

**Urgent** Notification of Blood Shortage\*\*

Hospital Name Here

Memo

To: [Enter name of Chiefs of Surgery, Anaesthesia, Critical Care, Trauma, Emergency, Hematology, Medicine, Directors of Laboratories, Nursing and Risk Management, Chairpersons of Transfusion Committee, Emergency Blood Management Committee, CEO, Public affairs/Communications]

From: [Enter name of Medical Director of Transfusion Service]

Cc: [Enter name of Transfusion Service Manager/Supervisor]

Date: [Enter date]

## Re: Notification of Blood Shortage:

**\*\* Red Phase \*\***

We have received recent notification from Canadian Blood Services (CBS) that they are currently experiencing a severe shortage of [**Enter name of blood component/product here**]. The shortage is the result of [**Enter the reason for the shortage here]**.

This shortage is anticipated to last for a prolonged period of time. As a result, blood inventory levels will be reduced in order to conserve product for critical and life-threatening cases only. **The following modifications to blood ordering will be implemented**:

* ordering of the product in short supply will comply to ordering guidelines as defined in the attachment provided with this communication
* it will be necessary to defer elective transfusion procedures and/or elective surgical procedures associated with probable blood use where patient safety will not be adversely affected

Note: this shortage is being experienced across the country and it could possibly continue for a prolonged period of time. You will be asked to strictly follow the hospital procedure for **Emergency Management of Blood – Red Phase**.

Communication will be ongoing with Canadian Blood Services. Once CBS inventories regain stability, you will receive further notification indicating when normal blood ordering practice may be resumed. Should you experience need for support in managing patients requiring blood during this period, please contact the Transfusion Service at

**[Enter the contact**

**number desired].**

Notification of Blood Shortage

Hospital Name Here

Memo

To: [Enter name of patient]

From: [Enter name of medical director of transfusion service]

Cc: [Enter name of transfusion service manager/supervisor and name of patient’s physician / surgeon and relevant ward/department manager/ patient relations department]

Date: [Enter date]

Re: **Patient Notification of Blood Shortage**

We have received recent notification from the Canadian Blood Services (supplier of blood to Ontario hospitals) that they are currently experiencing a shortage of [**Enter**

**name of blood component / product here**].

The shortage is the result of [**Enter the reason for the shortage here]**.

We assure you that Canadian Blood Services (CBS), as well as our blood transfusion service, are taking all possible actions to improve/conserve the blood inventory.

In the interest of patient safety, it is necessary to defer non-urgent transfusions and reschedule non-urgent surgical procedures associated with probable blood use at this time. This shortage is expected to last **[Enter the expected time frame for**

**shortage]**.

We sincerely apologize for any inconvenience this may cause and we appreciate your patience and understanding. Once inventory levels have stabilized at CBS and your physician’s office will contact you in order to re-schedule your procedure.

Should you have any questions regarding this notice, please contact your physician’s office.

**[Enter the contact number desired].**

Notification Regarding Blood Shortage

Hospital Name Here

Memo

To: [Enter name of Chiefs of Surgery, Anaesthesia, Critical Care, Trauma, Emergency, Hematology, Medicine, Directors of Laboratories, Nursing and Risk Management, Chairpersons of Transfusion Committee, Emergency Blood Management Committee]

From: [Enter name of medical director of transfusion service]

Cc: [Enter name of transfusion service manager / supervisor]

Date: [Enter date]

Re: **Notification of Blood Shortage:**

**\*Recovery Phase\***

We have received recent notification from Canadian Blood Services that inventory levels for [**Enter name of blood component / product here**] have steadily improved and have now reached a stable level.

As a result, critical blood product conservation strategies may be lessened. Inventory levels on site will improve over the next few days back up to optimal levels.

* + Elective transfusions and elective surgical procedures deferred as a result of the blood inventory shortage may begin to be recalled in a controlled and gradual way in order to reduce the possibility of de-stabilizing the recovery of blood inventory levels.

Note: We would like to take this opportunity to thank you for your support and collaboration during this difficult period. By working together, it was possible to use available blood inventory effectively to ensure the patients in most critical need received required products.

Should you experience the need for support in managing patients requiring blood during this recovery period or if you have any questions/comments regarding this recent shortage and how it was managed, please contact [**Enter title here**] at [**Enter the contact number desired**]. .