

ITEM 50 14/5/83
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RECOMMENDATIONS OF THE CENTRAL MANAGEMENT SERVICES
REPORT (CMS.A.7/82): "BLOOD: RECORD KEEPING AND
STOCK CONTROL"

SNETS PROPOSAL FOR MODIFICATIONS

February 1983

INTRODUCTION

Recent enquiries and investigations into the use of blood and blood products in England and Wales led authorities to conclude that the records kept to control the movement of blood from collection to transfusion were inadequate. As a consequence the Health Services Division 1 (HSI) of DHSS asked Central Management Services (CMS) to study the existing record system and to recommend suitable improvements.

The Report produced by CMS (Report No. CMS.A 7/82) has been examined by the SNBTS Directors. It was agreed that in the circumstances a study in Scotland could not be justified, on the grounds of cost and the time likely to elapse before broadly similar findings were available for Scotland. Accordingly, the SNBTS Directors were of the opinion that as the basic criticisms of existing record systems revealed in the study South of the border were likely to apply in Scotland, then the most constructive approach at this time would be to examine the CMS Report, with particular reference to the section on recommendations, and to redraft it for Scottish Health Service use in the light of Scottish practice and professional judgements.

SNBTS MODIFIED RECOMMENDATIONS

1. It is recommended that Regional Transfusion Centres (RTC) accept a formal responsibility for encouraging good practice in those Hospital Blood Banks for which they are responsible for supplying blood and blood products. It is envisaged that this responsibility would include the organisation of a meeting under the aegis of the District Medical Officer (at least on an annual basis) between representatives of the medical staff of the RTC, Haematologists and Consultants representing Divisions of Surgery, Anaesthetics, Paediatrics, Medicine and Obstetrics and Gynaecology. The purpose of this meeting would be to discuss transfusion practices in the associated hospitals.
2. It is recommended that stocktaking in the Hospital Blood Banks is instituted on a regular basis and the information transmitted to the RTC to enable tallying with records held at the Centre.
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3. It is recommended that investigations are made into the deliveries of blood and blood products to Hospital Blood Banks with regard to frequency and costs.
4. It is recommended that with each delivery of blood and blood products from the RTC there is prepared a delivery note (in triplicate) which would include a record of the number of units issued, type of unit, blood group (if relevant) and individual donation numbers (or batch number). A copy would be retained at RTC and one of the two sent to the Hospital Blood Bank would be returned to the RTC - confirming receipt.
5. It is recommended that RTCs record all returns from Hospital Blood Banks by unique number.
6. It is recommended that PFC considers the practicability and feasibility of numbering individual bottles (vials) with a unique number to facilitate a system for recording blood transfused and improved stock control.
7. It is recommended that further enquiries should be made into the merits of instituting the purchase of all commercial blood products through the aegis of the Regional Transfusion Centres.
8. It is recommended that a delivery system and statistical recording of issues and returns of blood products follows a similar system to that employed for blood.
9. It is recommended that information about normal working practice and stock levels is made available for reference by on-call staff.
10. It is recommended that consideration is given to the role of Hospital Consultant Haematologists in the management of blood and blood related products.
11. It is recommended that to facilitate the tracing of units of blood, a chronological file of details showing patient's name, unique number of the units crossmatched and a signature for the removal of a unit from the Blood Bank should be kept. The decision whether this takes the form of a register or a file of back copies of request forms should be left for the Hospital Blood Bank Haematologist in charge to decide, in the light of existing practice and the evaluation of it.
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12. It is recommended that stock control recording systems should be based on a daily inventory record supported by delivery notes and a record of returns and disposals.
13. It is recommended that all blood products, including those supplied by commercial firms, be channelled through Hospital Blood Banks for distribution to Wards and theatres for patient use.
14. It is recommended that, where possible, statistics are kept in the Blood Banks for blood products on a similar basis to those for blood. Figures for those products which are replaced by commercial products should be identified separately.
15. It is recommended that the need for a record in patients' notes of the batch number of SPPS transfused should be emphasised and guidance issued to those concerned at Ward level.
16. It is recommended that if Hospital Blood Banks are reviewing their request and recording systems and inventory control systems for blood and blood products, reference should be made to Regional Transfusion Centres and Information Services Division of the CSA, for information about suitable systems.