

## New standards

The following information is provided as a summary for requestors and laboratory staff to ensure compliance with these mandatory requirements. If you would like further information about these requirements, please contact your nearest laboratory.

### **Request Form Requirements**

The pathology request form must contain the following information:

- Patient's family name
- Patient's given name (in full)
- Date of birth and/or UR number
- Date and time of collection

The collector *must* sign the verification statement printed on the request form confirming they have correctly identified the patient prior to sample collection.

For pre-operative testing, the laboratory requires the *date and place of surgery* as well as any relevant transfusion history. The transfusion history required is whether in the last 3 months

1. has the patient been pregnant or are they pregnant, or
2. have they had a transfusion.

### **Sample Requirements**

Details on the sample label must contain identical information to that provided on the request form:

- Patient's family name
- Patient's given name (in full)
- Date of birth and/or UR number
- Date and time of collection

All sample labels *must* be signed (or initialled) by the blood collector. The information on the form must match the sample.

*Under no circumstances should any sample tubes be prelabelled.*



From January 1 2009, requests and samples that arrive in the laboratory with incomplete or illegible information as indicated above are unable to be processed. These samples and request forms will be discarded and must be recollected and sent with a new request form. All non compliance will be logged with the hospital AIMS system as a 'near miss report'.

### **Sample Collection Timing Requirements**

To ensure that the correct blood products are available for the patient at the correct time, please note that:

1. Pre-admit transfusion specimens may be accepted and tested up to 4 weeks or more prior to planned surgery and the plasma separated and stored frozen where there is no pregnancy or transfusion history within the last 3 months.
2. Where there is history of pregnancy or transfusion within the last 3 months samples must be submitted within 72 hours of the planned transfusion unless otherwise authorised by the laboratory for specific patient groups (i.e. placenta praevia, babies <4 months of age).
3. If the patient is pregnant/been pregnant or has had transfusion in the last 3 months, any units of red cells provided *must* be given within 72 hours of the sample being collected.
4. For new patients all red cell units must be given within 72 hours of completion of the first unit or a new sample and request must be generated.