



RETURNING BLOOD AND COMPONENTS FOR CREDIT:

As a general rule, Community Blood Council of New Jersey will not accept the return of in-dated products for re-issue. In order for the Community Blood Council of New Jersey, Inc. to accept returned units for credit, they must meet the requirements listed below. Units not meeting criteria and return approval will not be accepted and credit will not be issued.

RESPONSIBILITIES:

If approved by Community Blood Council of New Jersey, a hospital blood bank technologist or technician will inspect unit(s) to be returned to assure it meets the acceptance criteria for the Community Blood Council. The unit(s) must be properly packed in a container capable of maintaining the proper shipping temperature for transportation of the components.

The Community Blood Council Hospital Services technician will inspect the hospital return unit(s) on receipt for acceptability, and will complete all necessary documentation. The completed shipping slips will be given to the Finance department for appropriate credit.

ACCEPTABILITY CRITERIAS:

1. All returns to the Community Blood Council of New Jersey must be pre-approved by a member of Hospital Services Management.
2. Red cell units must have at least **five** segments still attached.
3. Units must not have been entered or have any leaks caused by the hospital.
4. Units must have been stored according to the requirements described in the current *Standards for Blood Banks and Transfusion Services*.
5. Red cell units must have at least **seven** days left before expiration to allow the unit to be sent to another hospital for transfusion.
6. Fresh frozen plasma or cryoprecipitate which have broken during thawing process need not be returned to the Community Blood Council for credit. Notification of the unit number and proof of destruction will suffice.
7. Consignment platelets may be returned for credit. Platelets ordered for a specific patient are not returnable.
8. All units should be inspected upon delivery for color, appearance and expiration date.
9. If any units have been found unsuitable; include a written explanation of the problem. An unacceptable appearance of components are:
 - a. The red cell mass looks purple or the blood in the bag is darker than the blood in the segments.
 - b. Hemolysis can be seen just above the red cell mass.
 - c. Clots are visible in red cells.
 - d. Large clumps are visible in platelets.
 - e. The plasma is turbid or murky.
 - f. The plasma has a purple, brown, or red color (A green hue in plasma may be due to birth control pills and is not a cause for rejection).

RETURNING BLOOD AND COMPONENTS FOR CREDIT (Continued)

PROCEDURE:

1. Gather units to be returned. Check for the criteria listed above and contact Hospital Services Management at 609-883-7240 for approval.
2. Upon approval Hospital Services Management, complete a Community Blood Council of New Jersey, Inc. **Hospital Return form** located on our website:
www.communitybloodcouncil.org
3. Click on **About**.
4. Click on **Hospital Information**.
5. Click on **Hospital Return Form** or **Hospital Blood Components for Credit**.
6. Complete the facility information and Component section on the return form.
7. Sign to verify that the component(s) were **maintained** and **shipped** at the appropriate storage temperature.
8. Print the completed form.
9. Include all required information for each type of component to be returned.
10. Package the components appropriately for return. Do not mix the components in the same container, such as platelets or red cells.
 - a. Red Cells and Whole Blood are shipped at 1-10° C. Ship in an insulated shipping container **with wet ice** placed above the unit(s). For multiple units place paper towels or bubble wrap between the unit(s) and the ice as insulation for transportation.
 - b. Platelets are shipped at 20-24° C. Ship in an insulated shipping container **without ice**. A room temperature gel pack may be placed in the shipping container to maintain the temperature for long trips.
 - c. Credit for platelets will be issued for products received in a condition that do adhere to industry standards by regulatory agencies (AABB/FDA).
 - d. Established standing orders for platelets may be adjusted by the hospital with a 24 hour notification to CBCNJ.
 - e. Platelets ordered for a specific patient are not returnable for credit.
 - f. Short dated platelets on **consignment** not transfused will receive full credit.
11. When the Community Blood Council driver arrives to pick up components(s), have him sign the Hospital Return form in the **delivered by** space.
12. After the driver has signed the Hospital Return form make a copy of the form for your records. The other copy is sent with the component(s) returned.

REFERENCES:

Technical Manual, American Association of Blood Banks
Standards for Blood Banks and Transfusion Services, American Association of Blood Banks