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Proper Labelled Specimens for Pre-transfusion and Prenatal Testing

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Version # 1

Approved by:

Effective Date:

Source Document:

Sept 8, 2015

160-MP-02 Specimen Acceptance,
Rejection and Suitability

Proper Labelled Specimens for Pre-transfusion and Prenatal Testing

Demographics
on the request
form

PLEASE USE NAME PLATE OR PRINT

PHIN 123456789
LAST NAME SAMPLE
FIRST NAME LABEL
DOB 1980-JAN-30
Y Y Y Y M M M M D D

Collected at
Facility SBH Ward EMER
Send Components/Report to (if different than above)
Facility _____ Ward _____
Phlebotomist
Sara Jones MLT SJ
Print Name Classification Initials
Collection Date 2015-05-12 Time 1030h



Label is pressed flat
and not wrinkled
Label is not overlapping
itself
Tube content is visible

Label shall include:

- Unique ID
- Patient last name, first name
- Date of Collection
- Time of Collection
- Facility
- Phlebotomist Initials

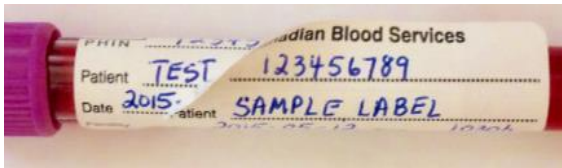
SJ Canadian Blood Services
PHIN 123456789
Patient SAMPLE LABEL
Date 2015-05-12 Time 1030h
Facility SBH
W917 Apr 03

Error correction:

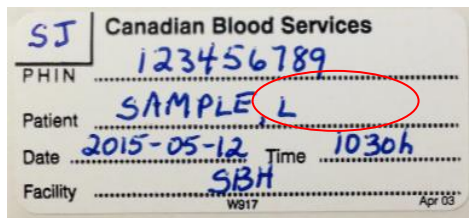
- Cross out the error with a single line
- Record the correct info
- Initial the correction

SJ Canadian Blood Services
PHIN 123456789
Patient SAMPLE LABEL
Date ~~SJ 2000~~ 2015-05-12 Time 1030h
Facility SBH
W917 Apr 03

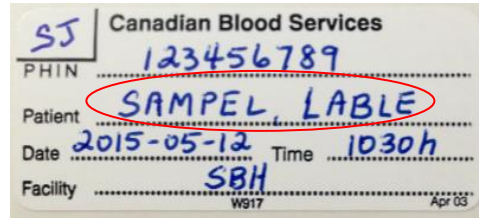
Specimen Incorrectly Labelled – Causes for Rejection



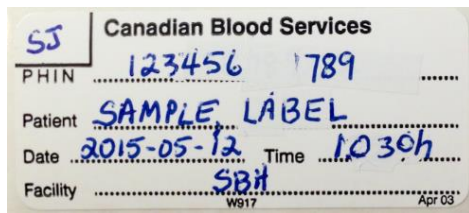
Specimens are over-labelled / over-written when mistakes are detected on original label.



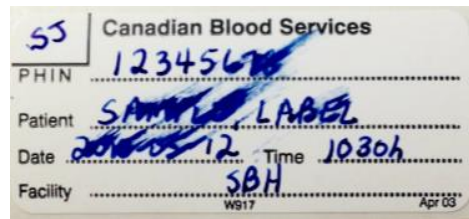
Information is missing.



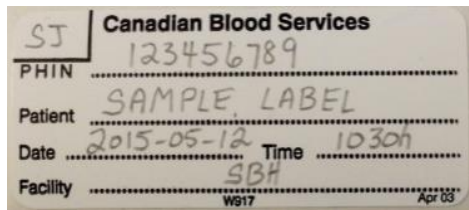
Information is incorrect / does not match requisition.



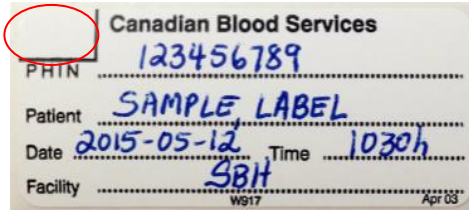
Correction fluid is used to correct errors.



Information is illegible.



Specimen is not labelled with indelible ink.



Initials of phlebotomist are missing on specimen and phlebotomist is not available on site to add her / his initials.