
 <p style="text-align: center;">Covenant Health Laboratory Policy/Procedure</p>	FACILITY
	●Covenant Medical Center
	●Covenant Children’s Hospital
	○Covenant Hospital Levelland
	○Covenant Hospital Plainview
	○Grace Surgical Hospital
	○Grace Clinic
○Covenant Hospital Hobbs	
	DEPARTMENT: Laboratory
	SECTION: General Laboratory
	AUTHOR: Steve Madrid
TITLE: Blood Bank Disclosure Statement	

STATEMENT OF PURPOSE: *When patients come to our outpatient areas to have blood collected for Blood Bank procedures, there are policies to consider:*

1. ***If the patient is being admitted into the hospital, including short stay for blood transfusion on the same day you collected the specimen: ** Do not use the blood bank disclosure*****
 - a. *The patient should come from admitting with a hospital armband on for proper identification.*
 - b. *After collection you will instruct the patient to proceed to the unit.*

2. ***If the patient is having a blood bank specimen collected for a future admission. (Any date after the day of collection) : **Use the blood bank disclosure*****
 - a. ***The patient will come to SAS.***
 - b. *They should have their orders for lab work, a face sheet with their demographic information, and a sheet of chart labels with their name and other information.*
 - c. *Identify the patient by asking them their name and birth date.*
 - d. *Collect the specimens you need including the blood bank specimen.*
 - e. *Label the blood bank specimen with one of the chart labels provided. Remember to date, time and initial the specimen.*
 - f. *Fill out the blood bank disclosure completely. The top area of the disclosure is what you will fill out. Make sure the patient signs the disclosure. Make sure you sign the disclosure as the witness. The bottom area is to be filled out when the patient comes into the hospital. Attach a patient label to the bottom right space on the disclosure.*

3. ***After collecting your specimen and filling out the blood bank disclosure:***
 - a. *Make a copy of the completed blood bank disclosure.*
 - b. *Make a copy of the original orders.*

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- c. *Hand carry the original blood bank disclosure and the original orders to Short Stay. Make note on the original blood bank disclosure and the copy for blood bank of the person you turned the originals into Short Stay.*
- d. *Turn in the blood bank specimen along with the copy of the original orders and the copy of the completed blood bank disclosure to blood bank.*