


Preparing to and Administering a Transfusion of Blood Components

The competency covers three components:

1. Learning the theory of safety in the task
 2. Demonstrating knowledge of this theory
 3. Demonstrating actual clinical competency in doing the task
(Carried out by a visual assessment of the staff member doing the above task correctly)
- } **“Knowledge and Understanding”**
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Knowledge and Understanding Requirements and Resources

To successfully complete the “Knowledge and Understanding” part of this competency assessment the member of staff being assessed should have completed the following:

- Read and understood the related Trust policies

In addition staff should either :

- Have successfully completed on line knowledge assessment in level 1 of the E-learning program Learn Blood Transfusion.
www.learnbloodtransfusion.org.uk

Or

- Have attended a Trust Safe Transfusion Practice training session and successfully score 80% in the knowledge and understanding assessment (*the short supplementary MCQ enclosed*) provided by their assessor at the time of competency assessment.

Or

- Have studied the Level One “Learn Blood Transfusion” self directed learning pack or equivalent and successfully score 80% in the knowledge and understanding assessment (*the short supplementary MCQ enclosed*) provided by their assessor at the time of competency assessment

**Preparing to administer and
administering a blood products**
Supplementary Multiple Choice Questions (MCQ)

1. Once blood has arrived on the ward for a patient – it is not necessary to check their prescription chart before administering the unit. T / F
2. It is acceptable to give blood up to a maximum of 48 hours after the expiry date if it was crossmatched before the expiry date. T / F
3. If differences are identified at this stage between the patient verbal identity check and the details on their wristband – the transfusion should not go ahead T / F
4. The details on the blood product must always match the details on the patient wristband before transfusion should proceed T / F
5. It is not unreasonable when transfusing a patient who has difficult access to their identity wristband (e.g. theatres) to use the patient notes to check the blood as long as two members of staff carry out the check T / F
6. Platelets are fragile and their transfusion should be over no less than 1 hour T / F
7. If details on the wristband are missing in an unconscious patient – they can be corrected from the compatibility form that comes with the blood product. T / F
8. If it is likely that a unit of Blood is not needed immediately – it can be stored in the cool part of the ward fridge for a maximum of 1 hour before being returned to the blood bank for later use. T / F
9. If a reaction is going to happen – it will always be immediate and so most observations and monitoring need to be in the first 5 minutes of the transfusion T / F
10. When the laboratory are short of some blood types they may sometimes send up Group AB blood for patients who are known to be group A. T / F
11. Completion of traceability documentation (i.e. knowing where the unit of blood actually went) is a legal requirement. T / F
12. Errors in correct checking at the administration part of blood transfusion are a common but preventable cause of incorrect blood component therapy. T / F

Assessment Pro forma for preparing to administer and administering a blood product

Name of candidate:	Name of assessor:		
Job title:	Job title:		
Grade:	Contact details		
Contact Details	Assessment carried out in clinical area <input type="checkbox"/>		
Date of assessment Attempt Number	Assessment carried out during simulation <input type="checkbox"/>		
<table style="width: 100%; border: none;"> <tr> <td style="width: 70%; border: none; vertical-align: top;"> <p>Part (1) Theoretical assessment Ask if Staff have...</p> <p>Completed levels 1 of E-learning program: <input type="checkbox"/> Certificate available <input type="checkbox"/></p> <p style="text-align: center;"><u>or</u></p> <p>Attended face to face training session: <input type="checkbox"/> date: _____</p> <p style="text-align: center;"><u>or</u></p> <p>Completed self directed learning pack level 1: <input type="checkbox"/></p> <p style="text-align: center;"><u>or</u></p> <p>Completed other self directed learning <input type="checkbox"/></p> <p>Read the relevant Trust policies: <input type="checkbox"/> Yes / No <input type="checkbox"/></p> </td> <td style="width: 30%; border: none; vertical-align: top; border-left: 1px dashed black; padding-left: 10px;"> <p>Part (2) Knowledge Assessment</p> <p>Completed <i>as knowledge assessment built into E Learning</i></p> <p>Supplementary MCQ questions to be answered for all these options</p> </td> </tr> </table>		<p>Part (1) Theoretical assessment Ask if Staff have...</p> <p>Completed levels 1 of E-learning program: <input type="checkbox"/> Certificate available <input type="checkbox"/></p> <p style="text-align: center;"><u>or</u></p> <p>Attended face to face training session: <input type="checkbox"/> date: _____</p> <p style="text-align: center;"><u>or</u></p> <p>Completed self directed learning pack level 1: <input type="checkbox"/></p> <p style="text-align: center;"><u>or</u></p> <p>Completed other self directed learning <input type="checkbox"/></p> <p>Read the relevant Trust policies: <input type="checkbox"/> Yes / No <input type="checkbox"/></p>	<p>Part (2) Knowledge Assessment</p> <p>Completed <i>as knowledge assessment built into E Learning</i></p> <p>Supplementary MCQ questions to be answered for all these options</p>
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Part (3) Mandatory Questions for all staff in addition to above

Ask - Do you know the importance of.....

- Using open-ended questions for identifying patients? (i.e. "What is your name" instead of "Is your name Mr Jones?")
- The timescales for administering blood, platelets, FFP and cryoprecipitate safely after they have been collected from the fridge?
- Correct Trust procedure if patient is unconscious or unable to give verbal identification?
- The risks associated with checking the blood product only against the separate blood compatibility form as a final check instead of the information on the wristband
- Monitoring the patients vital signs throughout the transfusion process



**Observational assessment for
Preparation and Administration of a blood product**

Core competency	Evidenced?		Assessor notes
<p>Did staff member: Carry out Pretransfusion checks -</p> <ul style="list-style-type: none"> • Personal: clean hands/ adhere to infection guidelines • Assemble appropriate equipment • Blood component Check bag for faults <u>and</u> expiry date Check unique identifier codes (NIBTS and local blood bank) on bag of blood are the same Check compatibility form for special requirements <p>Prescription chart check <i>(including special requirements)</i></p> <p>Patient aware they are to receive transfusion Carry out <u>open questioned</u> verbal check of identity against wristband for</p> <p style="text-align: center;">Name</p> <p style="text-align: center;">Date of Birth</p> <p>Record baseline vital signs Check venous access is present / working</p> <ul style="list-style-type: none"> • Were the following blood product details checked against the wristband <p style="text-align: center;">Name</p> <p style="text-align: center;">Date of Birth</p> <p style="text-align: center;">Hospital Number</p> <p style="text-align: center;">Was the bag appropriately signed</p> <ul style="list-style-type: none"> • Was another staff member asked to carry out a second <u>independent</u> verbal identity of wristband, and check wristband against component prior to administration. • Was the staff member aware of the minimal essential monitoring (<i>Pulse, BP and Temp</i>) and minimal timings of these (<i>Before start, 15min and end</i>) • Did staff member document they had checked the blood appropriately on the compatibility form (<i>date, start time and signature</i>) • Was a recording made of the finish time • Did the staff member complete the traceability documentation 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p>	

Has the candidate successfully completed the following?

- | | |
|--|----------|
| Observational Assessment | Yes / No |
| Theoretical aspect | Yes / No |
| Knowledge and understanding assessment | Yes / No |

If yes to above please complete Certification of Clinical Competency Assessment on the next page.

If no to any of above please complete and sign action plan below

Action Plan	Completion date
<p>Signature of assessor:</p> <p>Signature of member of staff:</p> <p>Date of signatures:</p>	



**Certification of Clinical Competency Assessment
Administration of a Blood Product**

Clinical Area	
<p>Theoretical and knowledge assessment</p> <p><input type="checkbox"/> Option 1</p> <p><input type="checkbox"/> Option 2</p> <p><input type="checkbox"/> Option 3</p> <p>In addition to</p>	<p>Attended face to face Safe Transfusion Practice education session <input type="checkbox"/></p> <p align="center"><u>and</u></p> <p>completed supplementary MCQ questions <input type="checkbox"/></p> <p align="center"><u>Or</u></p> <p>Studied the level 1 self directed learning pack or equivalent <input type="checkbox"/></p> <p align="center"><u>and</u></p> <p>completed supplementary MCQ questions <input type="checkbox"/></p> <p align="center"><u>Or</u></p> <p>Completed on line knowledge assessment in level 1 of the e-learning program <input type="checkbox"/></p> <p>Read the relating trust policies <input type="checkbox"/></p>
Practical assessment	Competency assessed for administration of a blood product. <input type="checkbox"/>
<p>I confirm that (use block capitals)</p> <p>..... Staff No:.....</p> <p>Has successfully completed the required theoretical and practical assessment and achieved understanding and competence in</p> <p align="center">Preparation to administer and administering a blood product.</p> <p>Signature of assessor:</p> <p>Date:</p> <p>Signature of member of staff:</p> <p>Date:</p>	
<p>This competency requires updating on or before (date to be 3 years on from current assessment date)</p>	

Copies to: Candidate
Line manager / Clinical Supervisor