

## SFHBDS15 - SQA Code HC9W 04

Communicate the assessment decision regarding an individual's fitness and suitability to donate blood or blood components

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### Overview

This standard covers communicating the decision to accept, defer or refer potential donors following assessment of their fitness and suitability against agreed guidelines. The effectiveness of this communication impacts on the safety of blood/blood components for patients and the retention of donors to meet patient needs.

Users of this standard will need to ensure that practice reflects up to date information and policies.

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#### Performance criteria

- You must be able to:*
- P1 clearly and objectively inform and give an explanation of the assessment decision to the individual in a manner appropriate to their needs or concerns
  - P2 offer the individual the appropriate information, advice or instruction on the required course of action
  - P3 clearly, accurately and correctly record the relevant information, process it promptly and correctly
  - P4 sensitively explain to individuals who are deferred and check their understanding of the reason, the duration of deferral and when they can return
  - P5 present the reason for the referral to the individual in a positive manner
  - P6 promptly establish the availability and accessibility of the specialist prior to referring the individual
  - P7 agree with and obtain then valid consent of the individual to record and pass on relevant information
  - P8 provide the specialist with complete and accurate information about the individual in a confidential manner
  - P9 provide support to individuals who do not wish to be referred and respect their individual right to self defer
  - P10 provide information to individuals on the range of undertakings to which they need to consent prior to donation
  - P11 undertake a final check that all documentation is completed to meet legal and organisational requirements
  - P12 identify correctly and dispose of any unrequired documentation securely
  - P13 act in a manner to maintain the individual's motivation and confidence in continuing to support the organisation

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#### Knowledge and understanding

*You need to know and understand:*

- K1 the current European and National legislation, national guidelines, organisational policies and protocols in accordance with Clinical/Corporate Governance which affect your work practice in relation to communicating the assessment decision regarding an individual's fitness and suitability to donate blood or blood components
- K2 your responsibilities and accountability in relation to the current European and National legislation, national guidelines and local policies and protocols and Clinical/Corporate Governance
- K3 the duty to report any acts or omissions in care that could be detrimental to yourself, other individuals or your employer
- K4 the importance of working within your own sphere of competence and seeking advice when faced with situations outside your sphere of competence
- K5 the importance of applying standard precautions and the potential consequences of poor practice
- K6 wider political sensitivities of lifestyle questioning and information
- K7 the organisational lines of communication, levels of authority and referral procedures for clinical issues
- K8 the organisational and legal requirements in relation to the donor assessment process
- K9 the factors which may compromise an individual's rights, dignity and privacy and outline how to minimise those
- K10 the economic and ethical considerations associated with inappropriately
  - K10.1 accepting an individual
  - K10.2 deferring and for the incorrect time
  - K10.3 referring when interview not complete
- K11 what is meant by delegated responsibility and what it means to your individual practice
- K12 the information needed on donor selection areas and medical conditions that you need to refer
- K13 the importance of providing clear information on blood safety and other risk factors
- K14 the implications of an inadequate and incomplete health screening assessment
- K15 the care and social needs which individuals may have following deferral and describe how these needs may be addressed
- K16 the boundaries of your scope of practice and accountability in relation to making judgements on donor selection
- K17 the types of communication differences which may occur and how to

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- overcome them, linked to language, sensory impairment, psychological and emotional states, and levels of understanding
- K18 the factors to be considered in deciding the appropriate course of action for individuals including medical history, current health status, social circumstances, travel history, psychological status, contra-indications to donating
  - K19 the procedures and protocols for individual deferral and referral including how you would apply these
  - K20 how your range of knowledge and understanding has expanded and in what way it has enabled you to accurately respond to individual's questions
  - K21 the reasons and importance for having and adhering to a specification for acceptance and deferral of prospective donors
  - K22 the advantages and disadvantages of planning the course of an assessment interview
  - K23 the importance of clear methods of communication with individuals with differing levels of understanding, cultures, backgrounds and needs
  - K24 the range of information leaflets and appropriate answers to possible donors questions on the content
  - K25 the principles and methods for interpretation and evaluation of clinical and nonclinical information
  - K26 the importance of keeping accurate and up to date records
  - K27 the importance of immediately reporting any issues which are outside your own sphere of competence without delay to the relevant member of staff

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### **Additional Information**

#### **External Links**

This standard links with the following dimension within the NHS Knowledge and Skills Framework (October 2004):

Dimension: HWB6 Assessment and treatment planning

The candidate and assessor must only sign below when all Performance Criteria and Knowledge points have been met.

**Unit assessed as being complete**

<b>Candidate's Name:</b>	
<b>Candidate's Signature:</b>	
<b>Date submitted to assessor as complete:</b>	

<b>Assessor's Name:</b>	
<b>Assessor's Signature:</b>	
<b>Date assessed as complete:</b>	

**Internal Verification —**

to be completed in accordance with centre's IV strategy

<b>Evidence for this Unit was sampled on the following date/s:</b>	<b>IV's Signature</b>	<b>IV's Name</b>

This Unit has been subject to an admin check in keeping with the centre's IV strategy.

<b>Date of admin check</b>	<b>IV's Signature</b>	<b>IV's Name</b>

**Unit completion confirmed**

<b>IV's Name:</b>	
<b>IV's Signature:</b>	
<b>Date complete:</b>	