

## SFHBDS13 - SQA Code HD03 04

Determine the individual's requirements and obtain information related to potential donation of blood or blood components



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### Overview

This standard covers interviewing and assessing the fitness and suitability of individuals to donate.

The individuals will have been referred to you by another member of staff following the agreed protocols and may not have donated:

1. before and have no recorded history
2. for two years or longer who may have little or no recent recorded history

The effectiveness of this role 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 select the location and plan the layout to maximise confidentiality, safety and security for the individual
  - P2 update your knowledge and confirm your understanding of the range of acceptance and deferral criteria to be used
  - P3 approach individuals in a courteous and professional manner and clearly explain your role
  - P4 positively confirm the individual's identity and their donor status against their record, accurately updating changes
  - P5 inform the individual about the nature and purpose of any repeated system safety checks
  - P6 ensure that donor information provided to the individual:
    - P6.1 is up to date
    - P6.2 acknowledges the complexity of any decisions that the individual needs to make
    - P6.3 helps the individual to give honest and accurate responses
  - P7 check and confirm through discussion that the individual has been to able to read and has understood the donor information
  - P8 ascertain past donation history and experience of returning individuals, checking for any event or reaction and respond accordingly

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### Knowledge and understanding

*You need to know and understand:*

- K1 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 determining the individual's requirements and obtaining information related to potential donation of 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 the reasons and importance for having and adhering to a specification for acceptance and deferral of prospective donors
- K12 the advantages and disadvantages of planning the course of an assessment interview
- K13 the importance of clear methods of communication with individuals with differing levels of understanding, cultures, backgrounds and needs
- K14 the differences in the documentation and questions that you ask whilst undertaking this role
- K15 the range of information leaflets and appropriate answers to possible donors questions on the content
- K16 the principles and methods for interpretation and evaluation of clinical and nonclinical information
- K17 what makes an effective interview and what range of skills you need
- K18 the different challenges that individuals of differing donor status present

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- when attending a donation session
- K19 what is meant by delegated responsibility and what it means to your individual practice
- K20 the information needed on donor selection areas and medical conditions that you need to refer
- K21 the importance of providing clear information on blood safety and other risk factors
- K22 the implications of an inadequate and incomplete health screening assessment
- K23 the care and social needs which individuals may have following deferral and describe how these needs may be addressed
- K24 the boundaries of your scope of practice and accountability in relation to making judgements on donor selection
- K25 the types of communication differences which may occur and how to overcome them, linked to language, sensory impairment, psychological and emotional states, and levels of understanding
- K26 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
- K27 the procedures and protocols for individual deferral and referral including how you would apply these
- K28 how your range of knowledge and understanding has expanded and in what way it has enabled you to accurately respond to individuals' questions
- K29 the importance of keeping accurate and up to date records
- K30 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>	