SFHBDS3 - SQA Code HD1J 04

Prepare donors, materials and equipment for blood or blood component donation and monitor donors during the donation process

Overview

This standard covers preparing donors, materials and equipment for blood, or blood component donation and monitoring donors during the donation process. It applies to both whole blood automated collection/apheresis donations, from a range of donors at all types of sessions. The standard does not include the venepuncture aspect of donation procedures but you are expected however to be able to monitor the venepuncture site to recognise any adverse reactions/events/incidents and undertake post venepuncture site care.

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 apply standard precautions for infection prevention and control and other relevant health and safety measures

P2 check and confirm:
- P2.1 the donor's identity with the relevant records and documents
- P2.2 that the donor has satisfactorily completed all of the required pre-donation assessment
- P2.3 evidence of written valid consent

P3 stop the preparation if the donor
- P3.1 has not completed all of the required pre-donation assessment
- P3.2 gives any information which might indicate that they may not be suitable to give blood or blood components
- P3.3 has not given written consent

and pass the information immediately to the appropriate person

P4 check and verify all relevant identification labels and report any discrepancies to the appropriate person

P5 help the donor to get into a comfortable and correct position for the procedure and give them appropriate help to obtain a suitable unrestricted venous access site without compromising their dignity, self-respect, or comfort

P6 prepare the venous access site correctly and appropriately for the next stage in the procedure

P7 assist as required with gaining venous access and obtain the required number and volume of blood samples correctly in line with organisational procedure

P8 inform an appropriate person if you are unable to obtain the required number and target volume of samples

P9 label all donations, samples and relevant documentation as appropriate with the relevant identification labels according to organisational and local procedures

P10 respond to questions or concerns from the donor clearly and concisely and in a manner which promotes confidence in the team, or refer to an appropriate person if they are beyond your responsibility and knowledge

P11 monitor the donor's condition, behaviour and blood flow effectively and identify any signs of adverse reaction/events to the procedure

P12 react to any change in the donors condition when you believe the donor is suffering an adverse reaction event which may require the procedure to be halted, take appropriate action according to the donor's condition, seeking help from the appropriate member(s) of the team without delay

P13 report any signs of adverse reaction/event which do not require the

procedure to be halted to the appropriate member of the team

P14 identify any faults in the collection pack or harness, or any quality incident problems in the procedure, and take appropriate remedial action immediately

P15 monitor the donation and the equipment effectively and take prompt action to assure the quality of the product

P16 document all relevant information clearly, accurately and correctly in the appropriate records

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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 preparing donors, materials and equipment for blood or blood component donation and monitoring donors during the donation process

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 to the preparation of donors, and monitor donors during the donation process materials and equipment for blood or blood component donation and the potential consequences of poor practice

K6 how to clean instruments, equipment, machines and blood spills and splashes effectively

K7 what is hazardous and non-hazardous waste and how to dispose of each

K8 the importance of confirming donor identity at all relevant stages and effective ways of doing this

K9 the importance of checking and recording batch numbers and expiry dates

K10 the importance of donor signatures and what these signatures indicate

K11 the purpose of health screening, the general criteria for accepting or not accepting donors and the possible implications of donors giving blood or blood components if they are not medically suitable

K12 what is meant by an unrestricted venous access site, why it is needed, how it is obtained and why it is important to consider donor preference, comfort and dignity

K13 the extent of the action which you may take, including the information which you may give

K14 the type of reassurance and emotional support donors may need when donating blood or blood components - and the importance of giving support which is appropriate to the individual donor's needs and wishes

K15 the importance of monitoring the donor, the donation and the time being taken

K16 why good blood flow is important, how it is monitored and what action to

take if blood flow is poor

K17 the aspects of the donation and the equipment that need to be monitored – and what action may be needed to assure the quality of the donation

K18 why blood samples are needed

K19 how to collect blood samples in line with organisational procedure, and the importance of mixing samples

K20 the common concerns which donor's may have when giving blood or blood components and appropriate responses (verbal and non-verbal)

K21 the particular concerns and issues relating to patients making autologous (self) donations

K22 the common adverse reactions/events to giving blood or blood components, and what the signs and symptoms of these are.

K23 the impact which adverse reactions/events or other problems with donations may have on the rest of the session

K24 how to prepare sites for venous access and care for them during donation

K25 what donors should and should not do during the donation process and why

K26 why it is important to avoid damaging donation packs and samples

K27 why anticoagulant is added to donations

K28 the equipment that is needed for blood or blood component donation procedures and their purpose and function (including packs or harnesses)

K29 the instruments and equipment that may be reused and which should be discarded

K30 the volume of blood or blood components which may be collected and the amount of time which can safely be allowed to collect them

K31 how to prepare, set up and check relevant materials and equipment (including packs or harnesses or intra venous solutions)

K32 how to recognise problems with the collection procedure and packs or harnesses and what action to take to resolve them

K33 how to collect blood samples in line with organisational procedure, and the importance of mixing samples

K34 how to recognise problems with the collection procedure and packs or harnesses or medical devices and what action to take to resolve them

K35 what information needs to be recorded in relation to donors and donations – and where and how this should be done

K36 the importance of keeping accurate and up to date records

K37 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: HWB7 Interventions and treatments

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

Unit assessed as being complete

Candidate's Name:	
Candidate's Signature:	
Date submitted to assessor as complete:	

Assessor's Name:	
Assessor's Signature:	
Date assessed as complete:	

Internal Verification —

to be completed in accordance with centre's IV strategy

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

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

Date of admin check	**IV's Signature**	**IV's Name**

Unit completion confirmed

IV's Name:	
IV's Signature:	
Date complete:	