

# ‘STOP the waste’ festive season 2023-24 – small health services checklist

Blood Matters ask that you take some time to prepare for the festive season to minimise blood component wastage. This checklist is designed to assist blood management committees/scientists/ transfusion/blood management nurses/trainers/quality managers to prepare for variations in practice over the festive period (November– February).

**Perioperative suite**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Items to check | Y | N | NA | Comments/notes |
| Are there planned changes to service? Will cell salvage be available over this period?Will there be **reduced** or **increased** hours? (please indicate which) | [ ] [ ] [ ]  | [ ] [ ] [ ]  | [ ] [ ] [ ]  | Dates?When will normal service resume? |

**Please check if there will be a change to services, and associated altered blood use (including platelet use) in the following areas over the festive period? Is there a potential for reduced or increased use across any areas?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Items to check | Y | N | NA | Comments/notes |
| Urgent/emergency care |[ ] [ ] [ ]   |
| Obstetrics |[ ] [ ] [ ]   |
| Clinics e.g., day centre, infusion/radiology, renal |[ ] [ ] [ ]   |
| Other |[ ] [ ] [ ]   |

**Ward/s**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Items to check | Y | N | NA | Comments/notes |
| Are there any ward/s closing?Could this impact blood use? | [ ] [ ]  | [ ] [ ]  | [ ] [ ]  | Dates?When will normal service resume? |
| Are there any ward/s that will be operating at altered capacity?Could this impact blood use? | [ ] [ ]  | [ ] [ ]  | [ ] [ ]  | Dates?When will normal service resume? |

**Laboratory (if onsite)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Items to check | Y | N | NA | Comments/notes |
| Staff limitations |[ ] [ ] [ ]   |
| Inventory management plan in place for festive period?* e.g., Plan to order less blood if activity is reduced. Potential to set new triggers for ordering on BloodNet for this time period. Note: this may apply to all blood components.
 |[ ] [ ] [ ]   |
| Bright visual prompts used for blood fridges to alert staff of short expiry units +/- separating these if there is room in blood fridge |[ ] [ ] [ ]   |
| Blood fridges **within** and **outside** hospital.Check that arrangements are in place to monitor operation and temperature. If the fridge maintenance is allocated to one person or role:* Will this person be on leave?
* Has the role been assigned to someone else?
 | [ ] [ ] [ ] [ ]  | [ ] [ ] [ ] [ ]  | [ ] [ ] [ ] [ ]  | Name and contact details:  |

**Other**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Items to check | Y | N | NA | Comments/notes |
| Are there other issues specific to your work area?If so, what needs to be done and by whom? |[ ] [ ] [ ]   |