

## Standard Work: Packing a blood transport box

**Document Owner(s):** Transfusion Safety  
**Department:** Transfusion Medicine

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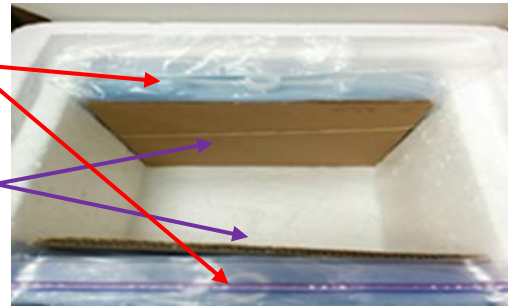

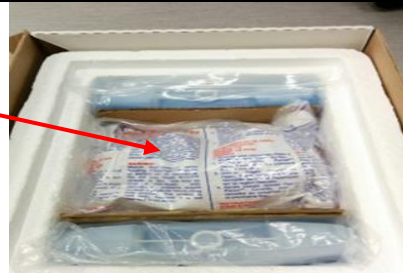
**Date Approved:** 07-06-2019

**Performed By:** Procedure Room and ECLS staff

**Other Roles Involved:** Transfusion Medicine Laboratory

**Process Summary:** Key steps for packing a blood transport box.

**Objective:** To ensure clinical and allied health staff follow the correct procedure for packing a blood box.

| # | Major Steps   | Details/Pictures/Visuals   | Rationale, Quality or Safety Considerations   | Resources   |
|---|---|--|---|---|
| 1 | <p><b>Ensure that:</b></p> <ul style="list-style-type: none"> <li>there are <b>two ice packs</b> in the box</li> <li>the <b>ice packs</b> are <b>touching</b> the side of the <b>Styrofoam box</b></li> <li>there are <b>two cardboard inserts</b> per icepack,</li> <li>the cardboard inserts are <b>facing the middle</b> of the box</li> </ul> |    | <ul style="list-style-type: none"> <li>To maintain correct temperature.</li> <li>To prevent the icepacks from coming in direct contact with the RBC or Plasma.</li> </ul> | <p>Blood box<br/>Styrofoam box<br/>Two ice packs<br/>Two cardboard inserts<br/>Gel pack</p> |
| 2 | <p><b>Remove</b> RBC units from the SF one unit at a time.</p>  |  |   |   |
| 3 | <p><b>Place the RBC</b> units into the middle of the Styrofoam box.</p> <p><b>Ensure</b> that the <b>RBC</b> units <b>DO NOT</b> touch the <b>icepack</b>.</p> <p><b>DO NOT</b> put platelets in a blood transport box.</p>   |   | <ul style="list-style-type: none"> <li>⚠ RBC units hemolyze when they come in contact with icepacks.</li> <li>⚠ Hemolyzed RBC units must be discarded, by TML.</li> </ul> | <p>Blood box<br/>Styrofoam box<br/>Two ice packs<br/>Two cardboard inserts<br/>Gel pack</p> |
| 4 | <p><b>Place the gel pack on top</b> of the <b>RBC</b> units.</p>  |  | <ul style="list-style-type: none"> <li>To insulate the red cells</li> <li>To maintain the required temperature.</li> </ul>  | <p>Blood box<br/>Styrofoam box<br/>Two ice packs<br/>Two cardboard inserts<br/>Gel pack</p> |

|   |   |  |  |  |
|---|---|--|--|--|
| 5 | <b>Place</b> the Styrofoam lid on the Styrofoam box. <ul style="list-style-type: none"> <li>• <b>ensure that nothing is sticking out</b></li> </ul> |  | <ul style="list-style-type: none"> <li>• To insulate the red cells</li> <li>• To maintain the required temperature.</li> </ul> | Blood box<br>Styrofoam box<br>Two ice packs<br>Two cardboard inserts<br>Gel pack |
| 6 | <b>Close</b> the transport box.   |  |  |  |
| 7 | <b>Secure</b> the entire box with the black strap   |  | Prevent the lid from falling off.  |  |
| 8 |   | <a href="#">Click here</a> to watch a short video.                                 |  |  |

### Cross-References

CWTM\_010\_0102 Packing Red Blood Cells for Redistribution

### References

Canadian Society for Transfusion Medicine. (2017). Standards for Hospital Transfusion Services. (Version 4.0). Markham, ON: Author.  
Canadian Standards Association. (2015). Blood and blood components, Z902-15. Mississauga, ON: Author.  
Health Canada. (2013). Blood Regulations. Ottawa, ON: Author.

### Version History

| DATE        | DOCUMENT NUMBER and TITLE                                    | ACTION TAKEN                      |
|-------------|--|-----------------------------------|
| 07-Jun-2019 | C-0506-16-60222 Standard Work: Packing a blood transport box | Approved at: Transfusion Medicine |

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