In order to meet the legal requirements outlined in the UK Blood Safety and Quality Regulations 2005, changes have been made to the component labels. The 6 Step Guide below will assist you in using the new system. If you require further assistance or information please contact your local Hospital Transfusion Laboratory.

**STEP 1**
Ask the patient to tell you their full name and date of birth

**STEP 2**
Check that the correct traceability label is attached to the blood bag. If there is ANY discrepancy DO NOT transfuse.

**STEP 3**
Check the pack for:
- Leaks
- Discolouration
- Clumping
- Expiry Date

If there is ANY discrepancy - DO NOT transfuse

**STEP 4**

COMMENCE THE TRANSFUSION

**STEP 5**
Once the transfusion has started:

Peel-off the portion of the signed label and attach to patient’s case notes.

Remember to also sign the Prescription to say you have undertaken the patient ID checks.

**STEP 6**
Once the transfusion has started:

Sign and complete the blue return to laboratory label and place the tear off portion in the container provided for return to the Hospital Transfusion Laboratory.