

## Guidelines for the Blood Transfusion Services

### 23.6: Component labels

<http://www.transfusionguidelines.org/red-book/chapter-23-specification-for-the-uniform-labelling-of-blood-blood-components-and-blood-donor-samples/23-6-component-labels>

## 23.6: Component labels

### 23.6.1: General description

These labels are for use on blood collection packs and/or satellite packs. Each label will display a component description printed in bold text, a Codabar barcode and additional information. All information is printed in black on a white background. These labels may be pre-printed or produced using a demand-printed system where the information is transferred electronically from a host system.

### 23.6.2: Label dimensions

Label dimensions are defined below:

55 mm  $\pm$ 1 mm wide  $\times$  55 mm +1/–3 mm deep

(range 54–56 mm wide  $\times$  52–56 mm deep)

For some specialised components, there may be a requirement for alternative labelling arrangements, e.g. when blood packs or base labels are smaller or the container has size limitations. In such cases, these labelling arrangements must be reviewed and approved by SACBC, and this will include consideration of amending guidance in the relevant component specification.

### 23.6.3: Label specification

The label must meet the following specifications:

- The barcode height must be no less than 10 mm with a 2 mm quiet zone each side of it.
- The barcode must have the eye-readable code textually displayed to accompany the barcode.
- The textual component description must be in bold characters and be exactly as is registered in the UK portfolio.
- Use of abbreviations must be authorised by the Standing Advisory Committee on Blood Components (SACBC) or JPAC groups.
- A UK JPAC agreed instruction statement must be included.
- The volume of the component must be textually displayed on the label as either the exact or as a nominal volume in millilitres (mL).

- Any storage or special instructions for storage must be included.
- The recipe for any included anticoagulant or additive must be indicated on the label in textual form. Where there are label space constraints, there may be requirement to summarise this information, i. e. where there are multiple additives, for example washed components, additional details can be provided in component portfolio information.
- Where the component is part of a split component, the split should be identified as Pack 1, Pack 2 etc. textually on the label.
- If the component has a reference number (i.e. CT number), it should be included on the label in textual form with or without version number as a suffix.

Figure 23.7 shows an example of a component label layout.

#### **23.6.4: Component barcodes**

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All components have an individual barcode. The barcode comprises three main elements:


- a start code 'a0'
- a five-character code to uniquely denote the component
- a stop code '3b'.

#### **23.6.5: Component code reference table**

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The current component code reference table is held and managed by SACIT. The table includes:

- the text defining the component. Where possible this text is the same as that defined in Chapter 7 of these guidelines
- the start code for the component
- the code for the component, e.g. 04260
- the stop code for the component.

<p><b>INSTRUCTIONS</b>                  Always check patient/component compatibility/identity                  Inspect pack for signs of deterioration or damage                  Risk of adverse reaction/infection, including vCJD</p>
<div style="text-align: center;">                   04333             </div> <p><b>Red Cells</b>                  Leucocyte Depleted, in additive solution                  STORE AT 4°C ± 2°C</p> <p style="text-align: right;">Volume XXX ml</p>
<p>Component collected into CPD anticoagulant. Red cells suspended in 100 millilitres of additive solution with the composition in mmol/l: Sodium chloride 150, Adenine 1.25, Glucose 45 and Mannitol 29</p>

*Figure 23.7: Example of a component label layout*

### 23.6.6: Allocation of new component codes

In the event of a UK Blood Establishment requiring a code for a component that will be issued on a regular basis, the following steps must be carried out (additional guidance and process flow can be found in Chapter 8):

- A request form for a new component code, including a component being trialled, must be completed and sent to SACBC. See 'Blood Component Request and Allocation Process' under **General Documents**. This committee will determine if the component is a 'new' component or if it is covered by an existing component registration. If it is a new component it will be reviewed by SACBC members and if agreed, the product will be accepted.
- SACBC will authorise the component to be part of the UK component portfolio and it will then be numbered with a new unused Codabar component code.