

## Victoria Hospital MHP Clinical 'Team Contact' Checklist

'Team Contact' Name: \_\_\_\_\_

Assigned to the Obstetrical Nurse to communicate with the Transfusion Medicine Laboratory

Notifies Switchboard of MHP Dial **222 "Code Transfusion"** indicate location.

Notify Lab of MHP **Call 5472** and provides:

- Patient identification → name, HSN, sex
- Patient weight (if applicable) \_\_\_\_\_ kg
- Care team location \_\_\_\_\_
- Contact phone # \_\_\_\_\_
- Lead physician \_\_\_\_\_

Patient Identification Label here

Record:

Date: \_\_\_\_\_ Time of MHP activation: \_\_\_\_\_

Confirms group, screen & crossmatch sent to Lab

Time sent @ \_\_\_\_\_ hrs

Time TXA administered (if applicable) \_\_\_\_\_

Ensures MHP Bloodwork sent as per algorithm (Lab requisitions in envelope).

Pick up or delegate team member to pick up MHP blood product box.

Ensure MRP has notified System Flow Coordination Center to discuss and arrange transfer of patient. 1-866-766-6050.

Informs Lab of any change in:

- Patient location
- Contact phone #
- Team contact individual
- Physician lead

New location: \_\_\_\_\_  
 New contact #: \_\_\_\_\_  
 New team contact: \_\_\_\_\_  
 Handover time: @ \_\_\_\_\_ hrs  
 New MD lead: \_\_\_\_\_

Calls TML as soon as MHP is discontinued

Time MHP discontinued @ \_\_\_\_\_ hrs

MHP discontinued by: \_\_\_\_\_

Ensures coolers and unopened blood products returned to Lab ASAP

**Fax page 1 of this form to Lab once MHP is discontinued 765-6163**

