

**STANDARD OPERATING PROCEDURE SOP3579/4**

**Management of Final Microbiological Blood Results Received Post Organ and/or Tissue Donation**

*This SOP replaces  
SOP3579/3.1*

<b>Copy Number</b>	
Effective	<b>01/09/16</b>

**Summary of Significant Changes**

Full review to include changes effected by the Donor Records Department (DRD), Donor Registration Transformation (DRT) referred to as DonorPath.

**Purpose**

The purpose of this document is to ensure that the Specialist Nurse – Organ Donation (SNOD), Team Manager (TM) and Donor Records Department (DRD) are clear about their responsibilities when the final microbiological laboratory report has been received post donation, and the actions to take.

**Responsibilities**

**Specialist Nurse – Organ Donation (SNOD)**

To ensure that all microbiological blood results in the final report are communicated to all Recipient Centre Points of Contact (RCPoC) and Tissue Establishments (TE's).

To check all final microbiology blood results when received against those in the DonorPath

To ensure that any variance in the microbiology blood results are communicated to RCPoCs/TE's and reported via NHSBT Incident Reporting system if appropriate

To amend DonorPath with new results if required

**To date, time stamp and sign laboratory report status as checked or send an email as proof of checking**

**Donor Records Department (DRD)**

Ensure that the final report is date, time stamped when received into the Donor Records Department.

To communicate with the local laboratories if the final report has not been received in to the Donor Records Department within 7 days post donation.

Send the laboratory report to an appropriate SNOD/TM for checking against DonorPath

File documentation within the donor record

**Note:**

All microbiology results must be reviewed by a SNOD/TM. It is **not** the responsibility of the Donor Records Department to interpret the microbiology blood results

**Items Required**

- [SOP3649](#) – Voice recording of organ donor clinical conversations
- [FRM4212](#) – Organ Donation Clinical Pathway
- [MPD1131](#) - Donor microbiology – Role of the SNOD and family contact
- [FRM5037](#) – Reporting of Reactive/Discrepant Microbiology Results

- [INF1130](#) - Microbiological Screening Tables
- [INF1131](#) - Organ Donor Screening - Significance of the confirmed positive result
- [INF1171](#) – Communicating with families about past/current Hepatitis B infection
- [INF1205](#) – Communicating with families about confirmed Hepatitis C antibody blood results



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STEP	DETAILS	INFORMATION
4	<p>Discuss with TM/RM who will advise if it is appropriate to seek specialist advice</p> <p>4.1 Discuss the new information with TM/RM</p> <p>4.2 Discuss with the local testing laboratory, if required</p> <p>4.3 Escalate to National Transfusion Microbiology Office, Colindale, if required</p> <p>4.4 Confirm plan of action/seek advice where required</p> <p>4.5 Update DonorPath if required once the final result has been discussed and the investigation concluded.</p> <p>4.6 Complete ODT Incident Report form if indicated</p> <p>4.7 Consider if the confirmed results in the final report have implications for the family</p>	<p>SNODs <b>must</b> always inform their TM if a difference is noted between microbiology results. Whenever there is a discrepancy, the laboratory must be contacted to establish relevant facts</p> <p>Prior to contacting National Transfusion Microbiology Office, Colindale, ensure DonorPath is available and SNOD/TM is familiar with the case utilising <a href="#">FRM5037</a> Routine Reporting of Reactive Microbiology Results from ODT</p> <p>Refer to <a href="#">MPD1131</a> Donor Microbiology-Role of the SNOD and family Contact</p>
5	<p>SNOD to contact Duty Office to confirm final location of organ(s)</p> <p>5.1 Confirm the following :</p> <ul style="list-style-type: none"> <li>• ODT number</li> <li>• Final location of organs for transplantation</li> <li>• Whether tissue has been donated/transplanted and name of Tissue Establishments (TEs)</li> </ul>	
6	<p>Telephone Recipient Point of Contact (s) (RCPoC(s))/TEs to alert them that there are new microbiology results available</p> <p>6.1 Confirm ODT donor number</p> <p>6.2 Confirm that transplant has occurred with identified organ/tissue</p> <p>6.3 Alert RCPoC/TE that there are new microbiology results on DonorPath and an email will be sent with the final report attached</p>	

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STEP	DETAILS	INFORMATION
7	Email Laboratory Report to all organ specific RCPoC(s) /TEs via NHSBT email  7.1 Confirm final destination of organs/tissues, if not already known  7.2 Attach and send the laboratory report to RCPoC/TE's via NHSBT email and mark with 'high importance'  7.3 Ensure subject line on email includes: <ul style="list-style-type: none"><li>• Microbiology laboratory report – urgent attention</li></ul> 7.4 Include following information <ul style="list-style-type: none"><li>• Donor number</li><li>• Donor hospital</li><li>• Date of donation</li></ul> 7.5 Save a copy of the email in the electronic donor file	No other information must be included in this email other than the reporting of final microbiological blood results  List of transplant unit email addresses – <a href="#">DAT2792</a>
8	Document actions  8.1 Document in DonorPath : <ul style="list-style-type: none"><li>• Which RCPoC(s)/TEs have been notified</li><li>• Date and time RCPoC(s)/TEs notified</li></ul>	