**Model SOP**

**Standard Operating Procedure**

**Name of the facility / activity : Donor Screening**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SOP no.** | **Effective Date** | **Pages** | **Prepared by** | **Authorised by** |
| 1.2.1 | 27-11-2000 | 4 |  |  |
| **Version** | **Review Period** | **Date of Review** | **Reviewed by** | **Number of copies** |
| VI | 2 years | 01-01-2015 |  | 10 |
| **LOCATION :** Donor screening room. |
| **SUBJECT** : Donor Screening |
| **FUNCTION :** Assessing suitability of a blood donor for blood donation by physical  examination of the donor. |
| **DISTRIBUTION**: Medical officer. Master File |

1. **Scope of application:** This SOP describes the criteria for a donor to be accepted for blood donation, for ensuring safety of donor as well as recipient. The purpose of donor selection is to identify any factors that might make an individual unsuitable as a donor, either temporarily or permanently.
2. **Responsiblity :** The medical officer is responsible for determining the suitability of donor for blood donation. He/she should confirm that the criteria are fulfilled after evaluation of health history questionnaire (donor card) including the results of pre donation screening tests.
3. **MATERIALS REQUIRED**
* Donor questionnaire (appendix –I)
1. **Procedure:**
2. Check the donor information filled by medical social worker
3. Check the pre donation test ( weight and haemoglobin) for donor suitability
4. Subject the donor to the donor questionnaire (appendix I) and assess the suitability for blood donation.

**CRITERIA FOR SELECTION OF BLOOD DONORS**

1. **Accept only voluntary/replacement non-remunerated blood donors if following criteria are fulfilled.**

The interval between blood donations should be no less than three months. The donor shall be in good health, mentally alert and physically fit and shall not be a jail inmate or a person having multiple sex partners or a drug-addict. The donors shall fulfil the following requirements, namely: -

1. the donor shall be in the age group of 18 to 60 years
2. the donor shall not be less than 45 kilograms
3. temperature and pulse of the donor shall be normal
4. the systolic and diastolic blood pressures are within normal limits without medication
5. haemoglobin shall not be less than 12.5 g/dL
6. the donor shall be free from acute respiratory diseases
7. the donor shall be free from any skin diseases at the site of phlebotomy
8. the donor shall be free from any disease transmissible by blood transfusion, insofar as can be determined by history and examination indicated above
9. the arms and forearms of the donor shall be free from skin punctures or scars indicative of professional blood donors or addiction of self injected narcotics
10. **Defer the donor for the period mentioned as indicated in the following table:**

|  |  |
| --- | --- |
| **CONDITIONS** | **PERIOD OF DEFERMENT** |
| (1) | (2) |
| (a) Abortion | 6 months |
| (b) History of blood transfusion | 6 months |
| (c) Surgery | 12 months |
| (d) Typhoid | 12 months after recovery |
| (e) History of Malaria duly treated | 3 months (endemic)3 years (non endemic area) |
| (f) Tattoo | 6 months |
| (h) Breast feeding | 12 months after delivery |
| (i) Immunization (Cholera, Typhoid, Diphtheria, Tetanus, Plague, Gamma- globulin) | 15 days |
| (j) Rabies vaccination | 1 year after vaccination |
| (k) History (k) Hepatitis in family or close contact | 12 months |
| (l) Hepatitis Immune globulin | 12 months |

1. **Defer the donor permanently if suffering from any of the following diseases:**
2. Cancer
3. Heart disease
4. Abnormal bleeding tendencies
5. Unexplained weight loss
6. Diabetes - controlled on Insulin
7. Hepatitis B infection
8. Chronic nephritis
9. Signs and symptoms, suggestive of AIDS
10. It is important to ask donors if they have been engaged in any risk behaviour. Allow sufficient time for discussion in the private cubicle. Try and identify result-seeking donors and refer them to VCTC (voluntary counselling and testing center). Reassure the donor that strict confidentiality is maintained.
11. Liver disease
12. Tuberculosis
13. Polycythemia Vera
14. Asthma
15. Epilepsy
16. Leprosy
17. Schizophrenia
18. Endocrine disorders

**D. Private Interview:**

A detailed sexual history should be taken. Positive history should be recorded on confidential notebook.

1. **DOCUMENTATION:**

Enter all details in the donor questionnaire form/card and computer

1. **References**:
2. Technical Manual, 11th ed., American Associating of Blood Banks, 1993, p. 310.
3. Technical Manual, 15th ed., American Associating of Blood Banks, 2005, p. 310.
4. Donor room policies and procedures ........... AABB publication.
5. **END OF DOCUMENT**