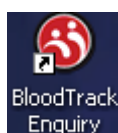



BloodTrack Ward Enquiry			
AUTHOR	Matthew Free	COPY	2
AUTHORISED BY	Kelly Feane		
LOCATION OF COPIES	1. Electronic Copy 2. Ward Copy		

This instruction summarises the process to follow to be able to check if blood and/or blood products are available for collection AND where the products are located in real time.

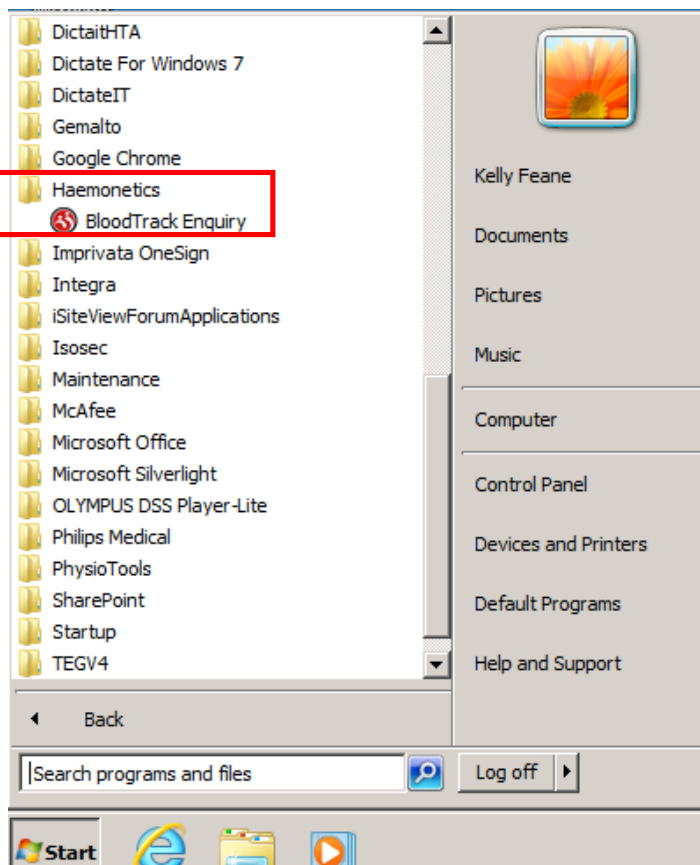
1.0 Opening BloodTrack Ward Enquiry

1.1 Open VDI on any Trust PC Terminal.



1.2 Double click  on the desktop.

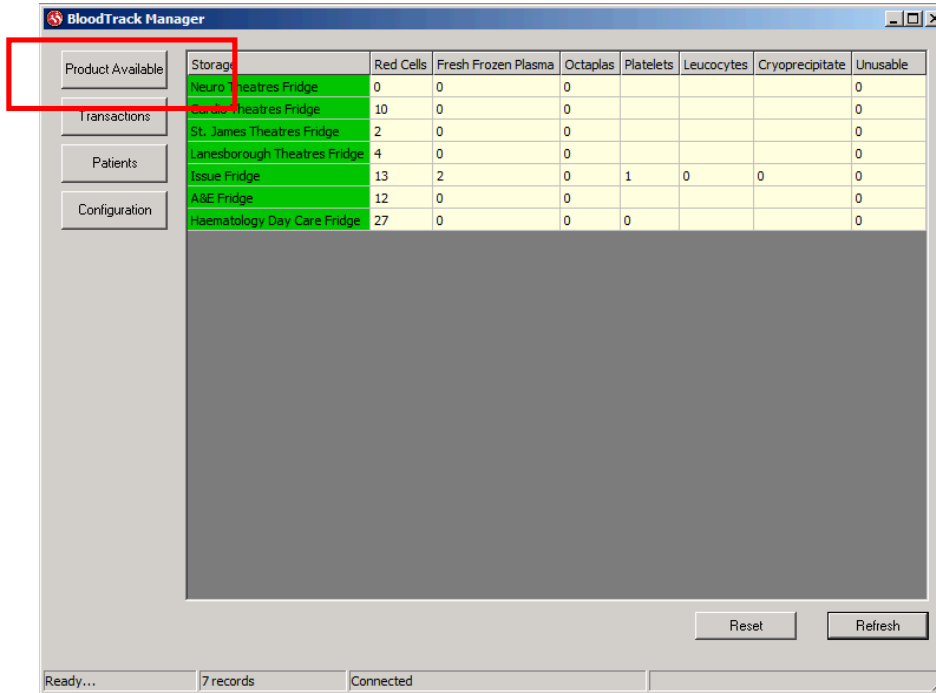
1.3 If the icon is NOT available, access the **START** menu, click on '**All Programs**' and scroll down to the **Haemonetics** folder. BloodTrack enquiry can be accessed here OR the icon can be dragged onto the desktop.



1.4 Once the program has been opened the main BloodTrack application will be displayed.

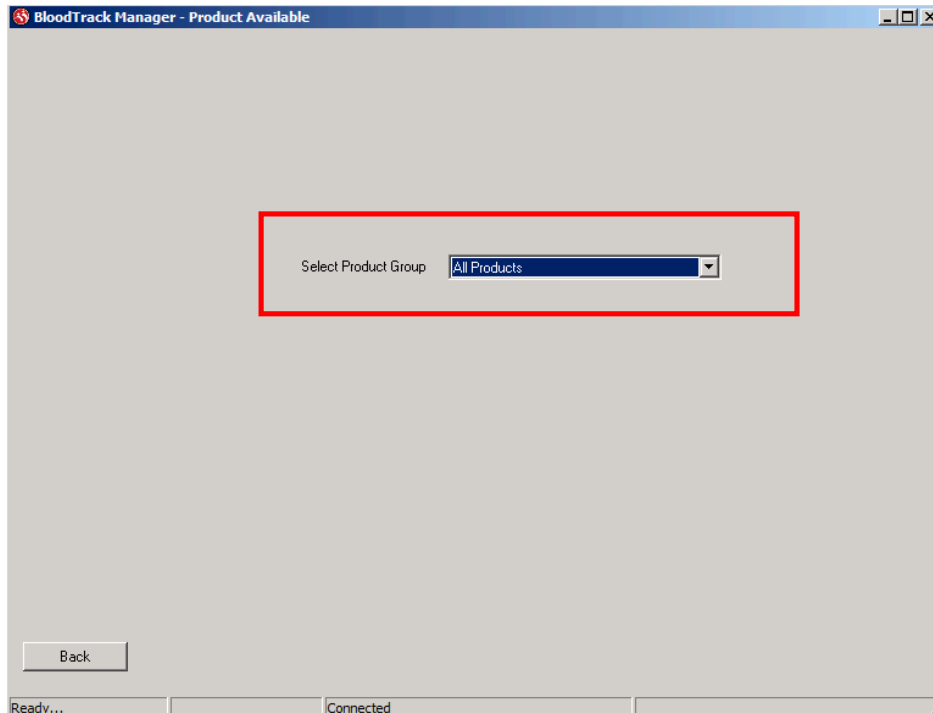
2.0 Blood Availability

2.1 From the main screen click on **Product Available**.



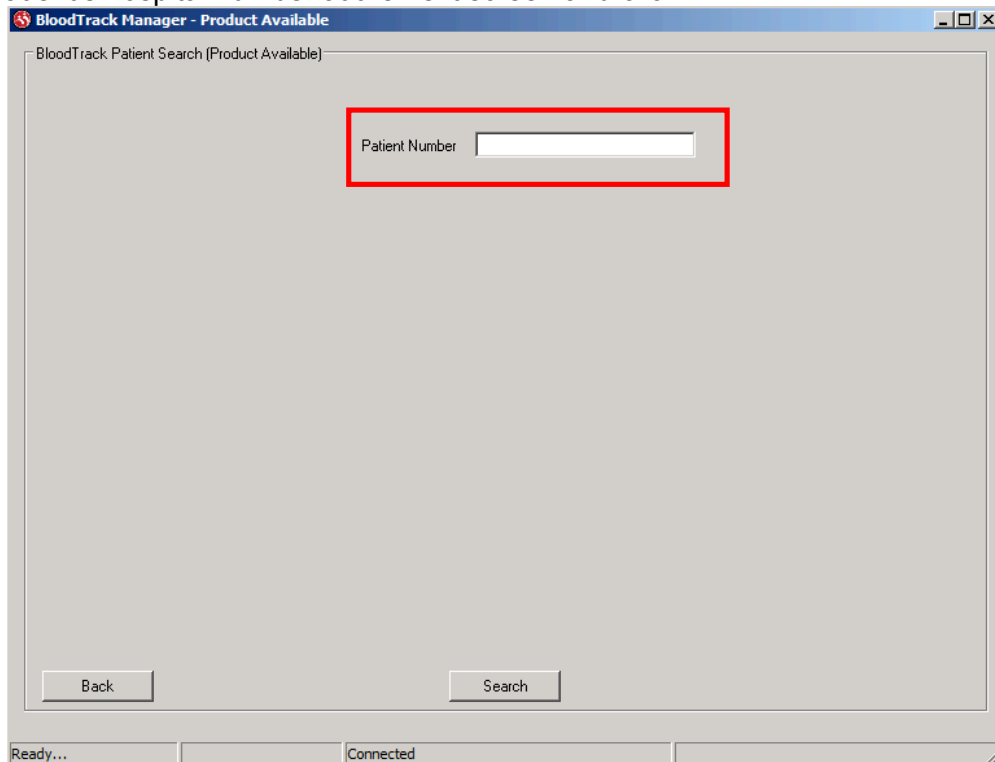
Storage	Red Cells	Fresh Frozen Plasma	Octaplas	Platelets	Leucocytes	Cryoprecipitate	Unusable
Neuro Theatres Fridge	0	0	0				0
South Theatres Fridge	10	0	0				0
St. James Theatres Fridge	2	0	0				0
Lanesborough Theatres Fridge	4	0	0				0
Issue Fridge	13	2	0	1	0	0	0
A&E Fridge	12	0	0				0
Haematology Day Care Fridge	27	0	0	0			0

2.2 Change the drop down box for Select Product Group to **ALL** (or appropriate product required).

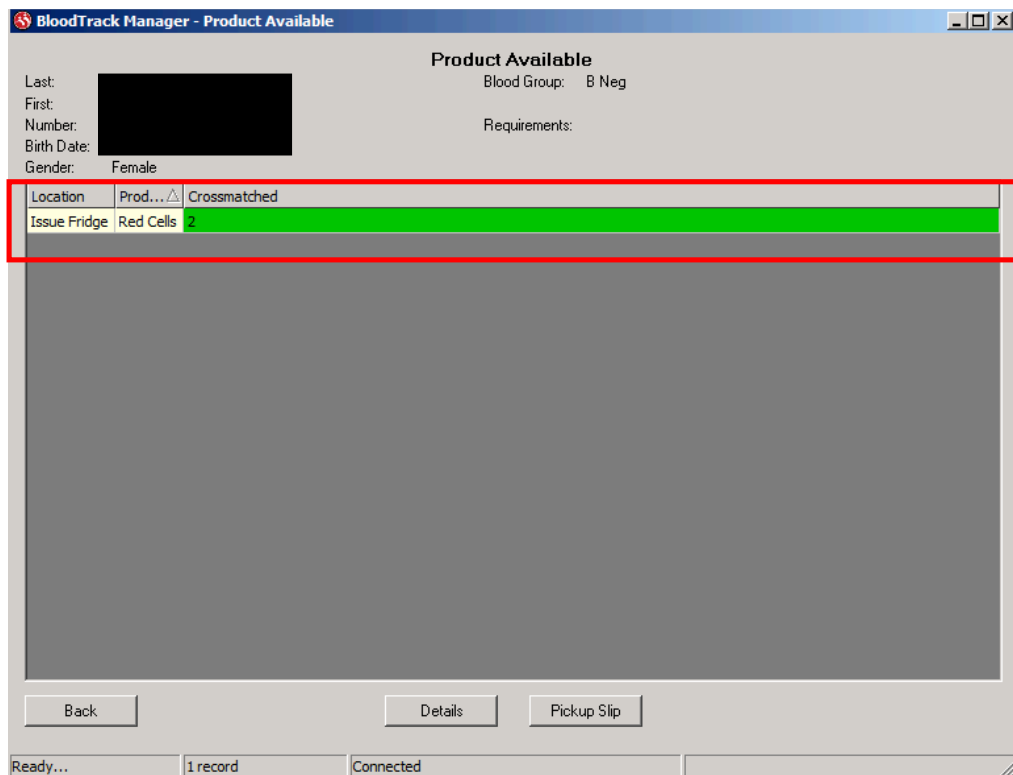


Select Product Group: **All Products**

2.3 Enter the patient's hospital number at the next screen and click .



2.4 BloodTrack will check if products are available and where they are currently located



Please note that products in progress in Blood Bank will NOT display until they are ready for collection

Please contact the Transfusion team (Ext. 4652/3616/6548) for any further information