
Objective

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 **any and all outstanding** final microbiological laboratory reports **are received** post donation, and the actions to take.

Microbiology is the study of all living organisms and includes; Bacteriology, Mycology, Virology, Protozoology, Parasitology, Immunology, Phycology and Nematology.

Changes in this version

Full review and document rewrite.

Roles

Specialist Nurse – Organ Donation (SNOD)

- To ensure that **all** microbiology results in the final report are communicated to all accepting centres via Recipient Centre Points of Contact (RCPoC) and Tissue Establishments (TE's).
- To check all final microbiology results when received against those already documented in DonorPath
- To ensure that any variance in the microbiology results are communicated to RCPoCs/TE's and reported via NHSBT Incident Reporting system if appropriate
- To add additional expected results to DonorPath
- **To date, time and sign laboratory report status as checked if received directly at the time of donation, to be included in the completed donor file and action documented on DonorPath and**

DRD handover form

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 into 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

Restrictions

- N/A

Items Required

- N/A

Instructions

 SNOD/TM

1. On receipt of final laboratory report, verify, check and confirm that each individual result has been compared against DonorPath.

- 1.1 Locate results within DonorPath and [check each individual result against the final microbiology laboratory report](#) - By stating the report has been 'checked', the SNOD is confirming that the final report has been compared against the results on DonorPath [and checked against 3 points of PID](#)
- 1.2 Update DonorPath with results that have not previously been received at the time of donation. [This includes but is not limited to HEV, Covid-19, Malaria, WNV and T-Cruzi and any other additional microbiology results.](#)
- 1.3 Compare DonorPath against the final report to ensure no discrepancies in results.
- 1.4 Document on SoE on DonorPath that the final laboratory report has been cross checked against the results documented on DonorPath at the time of donation against [3 points of PID](#) clearly stating which result have been checked and what actions have been taken. [This must be actioned on the same working day](#)

2. Is there a difference between result received at the time of donation and results received post donation or any additional results?

- [If YES – Additional Information, go to Step 3](#)
- [If YES – Discrepant Information, go to Step 4](#)
- [If NO go to Step 7](#)
 - Refer to **INF1131**

3. Is action required?

- [If YES go to Step 4](#)
- [If NO go to Step 7](#)
 - Additional EBV and Toxo results (positive or negative) do not need to be actioned [by a phone call to the RCPoC or escalated to a TM](#) but must be [added to DonorPath and sent via email to the accepting centres](#) and this action documented on SoE on DonorPath

4. Discuss with TM/RM who will advise if it is appropriate to seek specialist advice

- 4.1 Discuss the **discrepant** information or **additional information that requires action** with TM/RM.
- 4.2 Discuss with the local testing laboratory, if required. - SNODs **must** 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.
- 4.3 Escalate to National Transfusion Microbiology Office, Colindale, if required. - Prior to contacting National Transfusion Microbiology Office, Colindale, ensure DonorPath is available and SNOD/TM is familiar with the case utilising **FRM5037** Routine Reporting of Reactive Microbiology Results from ODT.
- 4.4 Confirm plan of action/seek advice where required.
- 4.5 Update DonorPath if required once the final result has been discussed and the investigation concluded.
- 4.6 Complete ODT Incident Report form if indicated.
- 4.7 Consider if the confirmed results in the final report have implications for the family. - Refer to **MPD1131** Donor Microbiology-Role of the SNOD and family Contact.

5. SNOD to contact **ODT Hub Operations or review **Organ Outcome Summary** if available on DonorPath to confirm final location of organ(s)**

- 5.1 Confirm the following:
 - ODT number
 - Final location of organs for transplantation
 - Whether tissue has been donated/transplanted and name of Tissue Establishments (TEs)

6. Telephone Recipient Centre Point of Contact (s) (RCPoC(s)/NRC) to alert them that there are new microbiology results available

- 6.1 Confirm ODT donor number and date of donation and donating hospital
- 6.2 Confirm that transplant has occurred with identified organ/tissue.
- 6.3 Alert RCPoC/TE that there are new microbiology results on DonorPath and an email will be sent with the final report attached which requires action

7. Email Laboratory Report to all organ specific RCPoC(s) /NRC via NHSBT email (Not required to send if result already generated by SNBTS)

- 7.1 Confirm final destination of organs/tissues, if not already known.
- 7.2 Attach and send the laboratory report to RCPoC/NRC via NHSBT email and mark with 'high importance'. - No other information must be included in this email other than the reporting of final microbiological blood results. - List of transplant unit email addresses – **DAT2792**.
- 7.3 Ensure subject line on email includes:
 - Microbiology Final Microbiology Laboratory report-urgent attention
 - Or Maternal Final Microbiology Laboratory report-urgent attention
- 7.4 Include following information
 - ODT number
 - Donor hospital
 - Date of donation
- 7.5 If organs are transplanted in Europe, all final laboratory results to be emailed to odthuboperations@nhsbt.nhs.uk who will communicate results with the final destination European Transplant centre

8. Document in DonorPath:

- Which RCPoC(s)/TEs have been notified.
 - State specifically, which results have been checked and the action
- Date and time RCPoC(s)/TEs notified and the name of the RCPoC if alerted by telephone

 **End of Procedure**

Definitions

- N/A

Related Documents/References

- **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
- **SOP3630** - Diagnostics (blood tests)
- **FRM5814** - BBV screen/ HEV/ Malaria/T-Cruzi/ WNV Request form
- **FRM5025** - Discretionary Testing Request form
- **FRM5499** - SNOD to DRD Handover form
- **DAT2792** - Recipient Centre Point of Contact- List of email addresses