Product Return Form

Please contact your local Canadian Blood Services distribution department prior to returning any Blood Components or Plasma Protein Products (PPP).

Returning Facility will complete Sections I, II and if required Section III. Additional Instructions on back.

SECTION I

<table>
<thead>
<tr>
<th>Returning Facility Name:</th>
<th>Facility Contact (print name):</th>
</tr>
</thead>
<tbody>
<tr>
<td>CBS Contact (print name):</td>
<td>CBS Contact Phone # (optional):</td>
</tr>
</tbody>
</table>

Reason for Return:

SECTION II

<table>
<thead>
<tr>
<th>Donation / Pool / Lot Number</th>
<th>Product Type/Name</th>
<th>Component Code or PPP Quantity</th>
<th>Comments (optional)</th>
</tr>
</thead>
</table>

Packing Configuration: ☐ N/A (return not for re-issue) OR ☐ Canadian Blood Services OR ☐ Facility (include maximum allowable transit time, as per qualification): ________

Product packed for return: ____________________

Initials                                      Date (yyyy/mm/dd)                                      Time (hh:mm)

SECTION III: Confirmation of Storage and Transportation Requirements

In compliance with applicable regulations and standards the above blood component(s)/plasma protein product(s):
- have been stored, since receipt by the returning facility, in accordance with required temperature and environmental specifications for the particular blood component/plasma protein product. In addition platelets have been stored under continuous agitation
- have not been adulterated or marked in any way since receipt by the returning facility. If so, it is understood that this blood component/plasma protein product may not be suitable for re-issue
- are being returned to Canadian Blood Services using a transport system that ensures the blood component(s)/plasma protein product(s) remain within the required transport temperature specifications for the particular blood component/ plasma protein product at all times during transportation.

Returning Facility Signature and Date: ____________________

(Signing indicates confirmation that the above requirements have been met for ALL components/products indicated)

SECTION IV

Comments: ____________________

Received by: ____________________

Initials                                      Date                                      Time

SECTION V: QA Approval (see below) or Not Required ☐

QA Approved for return to inventory or re-issue Yes ☐ No ☐ ____________________

Signature                                      Date
Product Return Form

INFORMATION FOR HOSPITALS/FACILITIES

1. Prior to returning any Plasma Protein Product or blood components, communication must have occurred with your local Canadian Blood Services distribution site.

2. If at any time during the return process you are unsure what activities or documentation may be required, contact your local Canadian Blood Services distribution site for assistance.

3. Blood components/ Plasma Protein Products that may be “re-issued” are defined as those products that:
   o are returned for washing, irradiation or freezing (rare RBCs)
   o could be re-distributed to another hospital/facility for transfusion purposes.

4. A Product Return form is required for:
   o ALL Plasma Protein Product returns (this includes the return of unacceptable product, e.g. damaged, recalled etc.).
     ➢ Completion of Section III is ONLY required for Plasma Protein Products when they are being returned for re-issue
   o Only those blood components returned for re-issue as defined in #3. (A Product Return form is NOT required if returning blood components unacceptable for transfusion.)

   When returning for re-issue using a:
   o transport system/packing configuration specific to your facility, the transport system must be qualified and you must provide the maximum allowable transit time, as per your qualification, e.g. 24 hours
   o CBS transport system/packing, contact CBS for information regarding CBS packing configuration if required.

5. The shipping container must be sealed with a tamper indication device for security.

6. If Plasma Protein Products and blood components are being returned at the same time, the two should be on separate forms.

7. Examples of how to complete Section II are included below. (For a returned blood component the component code can be found on the component label.)

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Example: Blood Component Return

<table>
<thead>
<tr>
<th>Donation / Pool / Lot Number</th>
<th>Product Type/Name</th>
<th>Component Code or PPP Quantity</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>C0533 13 123456 20 X</td>
<td>Red Blood Cell</td>
<td>E06050V00</td>
<td></td>
</tr>
</tbody>
</table>

Example: Plasma Protein Product Return

<table>
<thead>
<tr>
<th>Donation / Pool / Lot Number</th>
<th>Product Type/Name</th>
<th>Component Code or PPP Quantity</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000105042</td>
<td>Albumin Alburex 25%ml 50ml</td>
<td>12</td>
<td></td>
</tr>
</tbody>
</table>