Shared health Soins communs Manitoba

How do I Package the IV tubing Involved in a Safety Incident?

Patient Safety Incident or Near miss/good catch occurs *

→ Submit Safety Incident Report & Product Complaint

→ Retain and package the IV Tubing &/or Accessories

! Defective Products are evidence we send to the vendor for investigation. Without the evidence a thorough review of our concerns for patient safety cannot be investigated

* Good catch can include when we identify product damaged when taken it out of vendor packaging

Has the IV tubing/ accessories come into contact with Cytotoxic Medication?

- No → Place IV tubing &/or Accessories in a single Specimen Bag
- Yes → Place IV tubing &/or Accessories in a single Cytotoxic bag

→ The following steps outline the process for Primary Packaging of defective products to be investigated.

- Wipe outside of packaging with Accel per IP&C practice when removing items from client/patient environment
- Complete package label/tag to communicate what type of fluids the tubing contains
- Place in another clear sealable plastic bag for handling, storage and transportation to material management/delegated department
- Secure product complaint form to outside bag (do not use staples or paper clips that could puncture the bag)

→ Place Primary Package in designated area on unit to await transportation to delegated department

→ Transport the primary package to delegated department in the most direct route

→ Materials Management/Delegated Department holds primary package until requirement for shipping of Dangerous Goods can be met.

⚠ Prior to sending Primary Package with Product Complaint documentation, it is the responsibility of the unit to ensure all information is completed.

Example of Label or Tag

Product Complaint Tag/Label

To be placed on outside bag of defective product/Or in pocket of Specimen Bag

Sending Unit: _____

Contact Person: _____

IV Solution(s) tubing or Accessories may contain:

1.)
2.)
3.)
4.)

Note – Cytotoxic bio hazardous material requires additional shipping precaution. Please include the specific name of the cytotoxic drug.

Hazard(s)

This device may have been exposed internally or externally to the following:

Blood ☐ Yes ☐ No
Body Fluid ☐ Yes ☐ No
Secretions ☐ Yes ☐ No
Exudates ☐ Yes ☐ No
Other (please specify)

Safety Incident Information

RL or safety incident number _____

Was this incident submitted as a potential Critical Incident ☐ Yes ☐ No

Product complaint number: