

2nd October 2025

Hospital Transfusion Committee Chairs
PLEASE CIRCULATE AS REQUIRED

Dear Colleagues

**Re: Expiry Period for NZBS Blood Bank Request Forms (111F159)
Effective 6th October 2025**

Patients who require regular top-up transfusions also require regular group and screen testing. In many cases, the associated request forms are retained and reused over several months. Clinically, this approach is convenient for both staff and patients, as it reduces the need to complete new forms for each transfusion.

However, Blood Bank staff have identified several concerns with this practice:

- **Legibility:** Over time, the form may become faded and difficult to read.
- **Alterations:** Handwritten additions and changes can cause confusion.
- **Use of correction fluid:** Repeated use of white-out to amend details compromises clarity.
- **Changing transfusion details:** Dates and locations may vary, leading to uncertainty about where blood should be sent.
- **Outdated requester information:** The original requester may no longer be the appropriate contact.

To address these issues and prevent delays or miscommunication, it has been decided that the **NZBS Blood Bank Request Form (111F159)** will now have a **validity period of six months** from the initial date on the form.

If you have any questions or require further clarification, please contact y our local **Transfusion Nurse Specialist**.

Lucia Best	Waikato	0272253349	lucia.best@nzblood.co.nz
Christopher Corkery	Waikato	0275659352	christopher.corkery@nzblood.co.nz
Suzi Rishworth	Dunedin	0275577534	suzi.rishworth@nzblood.co.nz
Susan Mercer	Christchurch	0215777532	susan.mercer@nzblood.co.nz
Fiona King	Wellington	0275577531	fiona.king@nzblood.co.nz
Suzy Lockwood	Palmerston North	0274960094	suzy.lockwood@nzblood.co.nz
Soyoung Choi-Maxwell	Auckland	0275577530	soyoung.choimaxwell@nzblood.co.nz
Kat Hodgson	Auckland	0272334108	katerina.hodgson@nzblood.co.nz

Yours faithfully



DR SARAH MORLEY
Chief Medical Officer