

# Memo

To: All Blood Donation Mobile Teams, Senior Sisters/Charge Nurses

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cc: Area Managers/Matrons, DCMs

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From: Heads of Region – Anne Sheldon, Date 17/04/2015 Ref:  
Matthew Jones, Jane Griffiths; Head  
of Nursing – Jennie Naylor; Assistant  
Director Health & Safety – Phil  
Tanner

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Re: SAFETY ALERT

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**Please ensure that this Safety Alert is briefed out to all team members as quickly as possible.**

A needlestick injury has been reported which is believed to have been caused by a needle left behind at a venue following a blood donation session.

This memo is to remind all staff that they must adhere to SOP 1544 – Waste Management Procedure.

In addition to this, all teams should ensure that, following every blood donation session, a full visual inspection is carried out both inside and outside of the venue to ensure that no items have been left behind.

Any items of clinical waste found during this activity must be reported as a quality incident and as a near miss on H&S form FRM1373.