

## **JOB FACT SHEET FOR TRANSFUSION SAFETY OFFICER**

*A generic job description developed using the Hamilton, London, and University Health Network  
TSO job descriptions*

**Division or Department:** Transfusion Medicine

**Position Title:** Transfusion Safety Officer

### **JOB DESCRIPTION**

#### **Technical/Clinical**

Collaborates with medical, technical, paramedical and nursing personnel to identify, implement and evaluate strategies for blood conservation  
Reviews, recommends and/or introduces blood transfusion equipment devices to the appropriate hospital personnel  
Reviews published guidelines, standards, and literature on blood product use, blood transfusion techniques, alternatives to transfusion and effects of transfusion and makes applicable recommendations  
Liaises with Canadian Blood Services, commercial companies and Transfusion Medicine regulatory bodies on transfusion related matters  
Liaises with Blood Transfusion Laboratories from other health care institutions  
Reviews and investigates blood and blood product occurrence reports and transfusion reaction, and where appropriate recommends changes to current practices  
Oversees the completion of lookbacks, tracebacks and patient inquiries regarding blood transfusions  
Consult with clinical services regarding program changes that will affect blood product use, blood transfusion equipment needs, etc.  
Identifies and investigates any trends related to transfusion practices, i.e. an increased occurrence of reaction)  
Acts as a resource for blood transfusion related technical problems

#### **Utilization Management**

Conducts prospective and retrospective audits on the utilization of blood, blood products and their alternatives  
Monitors Transfusion Medicine product utilization and brings utilization issues to the attention of the Medical Director and the Transfusion Committee  
Maintains blood usage statistics  
Develops and maintains a resource library of alternatives to blood transfusion, and educational material

#### **Quality and Risk Activities**

Participates in the investigation of errors and accidents and reports to Manager, Medical Director and Transfusion Committee  
Develop and monitors a blood product utilization program to ensure that appropriate products are requested and used and that wastage is minimal  
Promotes benchmarking and evidence-based practice in the transfusion of the appropriate blood, blood products and

their alternatives

Works collaboratively with the Manager, Technical Specialist, and Blood Transfusion staff to ensure updating of policy and procedure manuals to reflect changes in transfusion practice

Participates as a member of committees requiring Transfusion Medicine input such as new product evaluation and nursing procedures

### **Professional and Educational Activities**

Provides education to physicians, residents, technologists, paramedical, nursing personnel and patients on appropriate use of blood, blood products and their alternatives, and blood transfusion devices and other related information

Assists in planning educational symposiums on transfusion related topics

Develops and maintains a personal education program that supports continuing improvement in the role of Transfusion Safety Officer

Maintains a proactive involvement in professional organizations

Fosters a regional focus through planning and education on transfusion related issues

Acts as a resource to nurses, clinicians and staff related to Blood Transfusion issues

Liaises with other paramedical organizations to ensure implementation of best practices in transfusion therapy (i.e. OPANA, IV Nurses Association, etc.)

### **Research**

Participates in transfusion related research

Participates and assists in the preparation of scientific papers for publication and/or presentation at scientific meetings on transfusion related matters

Liaise with clinicians, researchers and company representatives to identify research priorities