

Section A Discovery Information

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| A.1 | Report date: | Date the Event Discovery Report is completed. |
| A.2 | Discovery date: | Date the consequent event is detected. |
| A.3 | Was this event discovered on a weekend/holiday or weekday? | <p>If the consequent event was discovered during the workweek (Monday through Friday) and not on a holiday, mark 'weekday.'</p> <p>If the consequent event was discovered on Saturday, Sunday, or a holiday, mark 'weekend/holiday.'</p> |
| A.4 | Discovery time: | Time of day the event is discovered. |
| A.5 | Discoverer's job description: | <p>Describe the person who actually discovered the event.</p> <p>First, professional training (i.e. MT, RN etc) is described using one of the categories provided. The 'other' choice is to be used when none of the professional training categories apply.</p> <p>If the discoverer is a supervisory-level person, also mark 'supervisor.'</p> |
| A.6 | Where discovered: Location code: | <p>Captures general location of where the event was discovered.</p> <p>Any combination of alpha and numeric characters can be entered that will help an organization further identify the discovery location.</p> |
| A.7 | Describe briefly the event you discovered: | This is for a factual description of what was discovered from the discoverer's viewpoint. Please limit to four lines of text. |
| A.8 | How did you discover the event? | Describe the circumstances of the discovery, i.e. was it a routine review process that allowed capture of the event, or did someone discover the event by chance? If by chance, what exactly cued the discoverer that something was wrong? |

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| A.9 | This event was discovered: | <p>Captures where in the process the event was captured.</p> <p>Events that affected the safety, purity, potency and/or efficacy of the product should be categorized according to where the product was at time of discovery.</p> <p>If the event did not affect safety, purity, potency or efficacy, then categorize according to the process that was being carried out at the time of discovery.</p> <p>If the event did not involve a patient or product, mark the choice 'event did not involve a product.'</p> |
| A.10 | Product / Record action | Indicate all the immediate corrective actions completed for the event. |

| Section B – Occurrence Information | | |
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| B.1 | Date the event occurred: | Date the first antecedent event occurred. |
| B.2 | Time event occurred: | Time of day the first antecedent event occurred. |
| B.3 | Did this event occur on a weekend/holiday or weekday? | <p>If the first antecedent event occurred during the workweek (Monday through Friday) and not on a holiday, mark 'weekday.'</p> <p>If the first antecedent event occurred on Saturday, Sunday, and/or on a holiday, mark 'weekend.'</p> |
| B.4 | Person involved: | <p>Describe the primary person involved in the first antecedent event.</p> <p>Up to two choices can be selected. First, professional training (i.e. MT, RN etc) is described. If the discoverer is a supervisory-level person, also mark 'supervisor.'</p> <p>The 'other' choice is to be used when none of the professional training categories apply.</p> |

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| B.5 | Where in process the event first occurred: | Captures where in the process of transfusion the initial antecedent event originated. |
| B.6 | Where event occurred: Location code: | Captures general location where the first antecedent event occurred. Any combination of alpha and numeric characters can be entered that will help an organization further identify the location of the initial antecedent. |
| B.7 | Product issued? | If the event involved a product and the product left the control of the transfusion service, mark yes. If the event involved a product and was discovered before it left the transfusion service, mark no. If the event did not involve a product, mark no. |
| B.8 | Product administered? | If the event involved a product and the product was administered to the patient, mark yes. If the event involved a product and was discovered before administering it to the patient, mark no. If the event did not involve a product, mark no. |