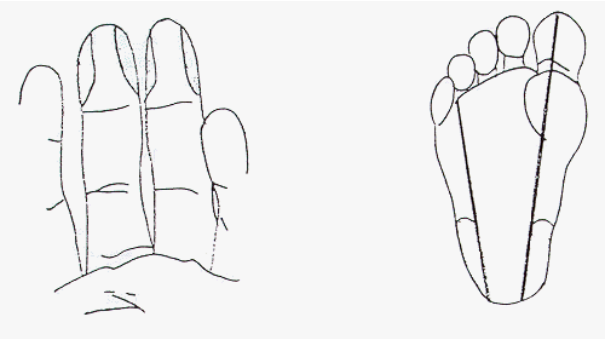
PEDIATRIC CAPILLARY COLLECTION

Document number	LA-75-WI-145E_02.30
Revision date	2018-Dec-04
Required Specimen Type	Blood sample.
Medical Supplies	▪ Disposable gloves; ▪ Micro-tubes; ▪ Gauze; ▪ Band-Aid or tape; ▪ 2.0 mm lancet; ▪ Biohazard bag; ▪ Antiseptics / Disinfectant (Alcohol); ▪ Sharps container (needle disposal); ▪ Biohazard waste container (biological substances); ▪ All other necessary supplies for blood drawing.
General Guidelines	1. All specimens must include a double identification (first and last name of the patient and date of birth or medicare number). 2. The use of gloves is required when handling all biological specimens. 3. A valid requisition must include the following information : • First and last name of the patient, date of birth or medicare number and gender. • Date and time of specimen collection and signature of collector. • Physician's full name, signature and license number (or other qualified prescriber). • Any relevant clinical information. • Requested tests.
Patient Preparation	The following requirements should be followed for the analysis : ▪ Special dietary instructions (fasting, special diet restrictions, etc.); ▪ Sample collection at specific time or interval; ▪ Special indications.
Specimen Collection Instructions	1) Prepare all the documents related to the analysis : ▪ Ensure you understand the requisition; ▪ Ensure you have all the documents and material pertinent to this request; ▪ Indicate the phlebotomist's name or initials on the requisition and include the specimen collection date and time. 2) Prepare the necessary medical supplies (consult the CDL catalogue or contact the laboratory for test information); 3) Call the patient by their first name, or the parents by their last name: ▪ Introduce yourself (name); ▪ Verify the patient identification: ➢ His/her name; ➢ His/her date of birth. ▪ Ask the parents if they agree to proceed with the sample collection (legal aspect). 4) Inform and reassure the patient and the parents: ▪ Explain the procedure to the parents as well as the child; ▪ It is important that the parents fully understand the procedure and that they consent to it; ▪ Ask the parents if their child has ever had an adverse reaction to blood tests (i.e. fainting, etc.); ▪ Answer any questions the parents or their child might have, without giving any technical or diagnostic answers; ▪ For any technical information, refer to a technician. 5) Wash hands and put on gloves; 6) Ensure the child is comfortable: ▪ On an examination table or a bed, always keeping contact with the parents; or ▪ Sitting on their parent in the blood drawing chair. 7) Assess the puncture site: ▪ Either on the heel or on the fingers; ▪ It is very important that the puncture site is at body temperature to ensure optimal blood vessel dilation and circulation. To warm the puncture site, place 4x4 compresses under hot water and place them on the puncture site. Be careful that the water is not too hot, as not to scald the child's skin. ➢ When taking a sample from the finger, the specimen must be taken from the

outside and from the fleshy part of the finger where there is more blood saturation, hence the pain will be less intense.

- When taking a sample from the heel, the collection is done on the heel itself. Massage the child's foot to ensure continued blood flow.



8) Clean the area with the appropriate disinfectant;
9) Let the area air dry;
10) Prick the area with the lancet;
11) Blot the first blood drop with a compress;
12) Begin to collect the blood with the collector cap;
13) Massage the collection area to insure blood flow;
14) Make sure micro-tubes are completely filled, remove the collector cap and install the regular cap to close the tube;
15) Cover the puncture site with a clean gauze pad, apply a Band-Aid or tape to the site, and ask the parents to apply pressure to the site for 3minutes;
16) Discard all contaminated supplies used for the venipuncture in a biohazard waste container or sharps container;
17) Always start with the tube containing EDTA, then with sodium or lithium heparin and other anticoagulant and finish with the cloth activator tube. You can always refer yourself to document LA-75-WI-010B called Order of blood collection tubes.
18) Invert the micro-tubes **5 times for gel (serum) tube and 10 times for all others(lavender, red)** in order to mix the blood with the additive;
19) In front of the patient, identify the sample with the following information :
    - First and last name;
    - Date of birth and/or Medicare number.

Note: Any specimen that is not properly identified will not be accepted by the laboratory.

20) Verify the puncture site to make sure there's no bleeding and apply a new gauze with tape;
21) Handle micro-tubes according to the requirements for preparation and storage (e.g., centrifugation, conservation, etc.);
22) Place the micro-tubes in the biohazard bag;
23) Insert the requisition in the side pocket of the biohazard bag;
24) If no other tests are required for the patient inform him/her that the dietary restrictions have ended;
25) Take off gloves and wash hands;
26) Return all samples to the laboratory as soon as possible.

Additional Information	1) Steps described in this procedure are based on instructions included in the manual published by OPTMQ (Ordre Professionnel de Technologistes médicaux du Québec) entitled : Prélèvement de sang par ponction veineuse pour fins d'analyse, fifth edition, section 7; 2) This procedure implies that you are familiar with specimen collection techniques; 3) Specimens must be collected, prepared (if required) and stored correctly in order to ensure their stability;
Specimen Conservation and Stability	**The centrifugation will be performed at the laboratory.**