

<p align="center"><b>St. Louis Cord Blood Bank</b></p> <p align="center"><small>SSM Cardinal Glennon Children's Medical Center St. Louis University Department of Pediatrics</small></p> <p align="center"><i>The First Gift™</i></p>	<p align="center"><b>COLLECTION SITE INSPECTION CHECKLIST</b></p> <p align="center"><b>CL.01B.07</b></p>
<p>Cellular Therapy Laboratory &amp; St. Louis Cord Blood Bank 3662 Park Avenue, St. Louis MO 63110, 314-268-2787</p>	

Name of Collection Site: \_\_\_\_\_

Date of inspection: \_\_\_\_\_

Name of Inspector/s: \_\_\_\_\_

		Inspector		
		Yes	No	N/A
Collection Manual	The collection manual which includes all relevant SOP's and forms is located on the SLCBB website, in the clinical portal, clinical forms. Is the collection team aware of this location?			
Storage of supplies before collection	Is there an adequate, designated storage area for cord blood collection supplies before collection?			
	Is the collection team aware of this location?			
Storage of cord blood after collection	Is there a controlled, designated area for temporarily storing cord blood until it is transported to the bank?			
	Is the collection team aware of this location?			
	Is there a temperature data logger in this location?			
Compliance with Adverse Reaction Policy	Is the cord blood collection site following the Adverse Event SOP CL.10.XX?			
	Can staff articulate how to report adverse events if they occur?			
	In the past 3 years have there been any know adverse reaction to report?			
Aseptic Techniques	Is the collection site staff aware of the proper aseptic collection techniques?			
Proper labeling	Is the cord blood collection site following the procedure for proper specimen labeling? SOP CL.07.XX			
Patient Confidentiality	Does the cord blood collection site have a system for protecting maternal and donor confidentiality?			
Contact Information	Does the cord blood collection site know how to contact the St. Louis Cord Blood Bank?			

Signed: \_\_\_\_\_, Date: \_\_\_\_\_  
Inspector

Signed: \_\_\_\_\_, Date: \_\_\_\_\_  
Obstetrical Nurse