



# GAP Self-Assessment

Designed for National Societies active in blood services  
(Level A)

**2017**

Please refer to the **GAP Self-Assessment guidelines for background and instructions**

<b>Country:</b>	
<b>Name of Blood Service:</b>	
<b>Name of person completing the survey:</b>	
<b>Position:</b>	
<b>Date completed:</b>	

Once completed,  
please email to [GAPSelfassessment@redcrossblood.org.au](mailto:GAPSelfassessment@redcrossblood.org.au) (preferred)  
or fax to +61 8 6213 5949

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## List of Acronyms

<b>AABB</b>	American Association of Blood Banks
<b>CoE</b>	Council of Europe (European Committee (Partial Agreement) on Blood Transfusion (CD-P-TS))
<b>GAP</b>	Global Advisory Panel on Corporate Governance and Risk Management of Blood Services in Red Cross and Red Crescent Societies
<b>IFRC</b>	International Federation of Red Cross and Red Crescent Societies
<b>MMR</b>	Major Material Risk
<b>MoU</b>	Memorandum of Understanding
<b>NP</b>	Not Provided
<b>NS</b>	National Society
<b>NSBS</b>	National Society Blood Service
<b>SA</b>	GAP Self-assessment
<b>VNRBD</b>	Voluntary non-remunerated blood donation
<b>WHO</b>	World Health Organisation



Does the National Society or Blood Service receive:	Yes	No
a) Technical assistance for VNRBD or blood service activities from an international partner (e.g. US CDC or AABB)?	<input type="checkbox"/>	<input type="checkbox"/>
b) Financial support for VNRBD or blood service activities (e.g. The Global Fund to Fight HIV/AIDS, Tuberculosis and Malaria)?	<input type="checkbox"/>	<input type="checkbox"/>
If <b>YES</b> , please give details:		
<p>Are you aware of any other organisations in your country that use the Red Cross/Red Crescent emblem, that carry out blood services? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>		
If <b>YES</b> , please give details:		
<p>Would you be willing to share some of your local success stories with other Red Cross/Red Crescent Blood Services? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>		
<p>When returning your completed questionnaire to the GAP Secretariat, could you please provide a copy of your:</p> <ul style="list-style-type: none"> <li>- <b>governance structure</b></li> <li>- <b>organisation chart</b></li> </ul> <p>This will assist GAP with the evaluation of the survey results and will help us to understand the local operating context.</p>		

## Part B - Key Issues

### Key Issue 1 - Minimum Conditions

*Explanatory Note:*

When undertaking a blood programme, GAP recommends that a NSBS should meet a number of minimum conditions to ensure the delivery of a safe and adequate blood supply. These include the clarification of the roles and responsibilities of all key stakeholders in the blood program (including government), implementation of a national policy of 100% VNRBD and ensuring sufficient funding and supplies to meet regulatory requirements and operational needs.

1.1	Are the roles and responsibilities clearly defined and described between the blood service and:	Yes	Partially (Please give details)	No	Unknown	Not Applicable
	the national government	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	the local governments (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	the National Society	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Hospitals/clinics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Please give details:</b>						
1.1.1	If the roles and responsibilities are clearly defined and described, please indicate how they are defined:	Memorandum of Understanding	Contract or other written agreement	Other (please specify below)	Not Applicable	
	the national government	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	the local governments (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	the National Society	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Hospitals/clinics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Other (please specify):</b>						
1.1.2	If the roles and responsibilities are clearly defined and described, are these actively adhered to by:	Yes	Partially (Please give details)	No	Unknown	Not Applicable
	the national government	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	the local governments (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	the National Society	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Hospitals/clinics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Please give details:</b>						
1.2	Does your country's government have a national policy of securing supply of safe blood through voluntary and non-remunerated blood donation (VNRBD)?	Yes	Partially or In Progress (please give details)	No	Unknown	Not Applicable
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Please give details:</b>					
1.3	Approximately what percentage (%) of the blood supply from your National Society Blood Service is collected from VNRBD donors? (Please note: VNRBD does not include replacement donations from family or friends)	%				

1.4	Is your blood service a separate legal entity from the National Society? (i.e. do the National Society and Blood Service have legal protections in place to limit the transfer of liability between both parties)	Yes	Partially (Please give details)	No	Unknown	Not Applicable	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		Please give details:					
1.4.1	If you answered <b>NO</b> to Q1.4, please describe what protections are in place to prevent shared liability?						
1.5	Does your National Society Blood Service have a long-term, sufficient and sustainable source of revenue/funding?	Yes	No				
		<input type="checkbox"/>	<input type="checkbox"/>				
		Please give details:					
1.5.1	If you answered <b>NO</b> to Q1.5, please provide details of the consequences of this to the Blood Service's ability to meet minimum technical standards and guidelines. <i>(e.g. is it impairing the Blood Service's ability to ensure appropriate supply of testing reagents?)</i>						
1.6	Does the Blood Service have sufficient of the following resources to meet regulatory requirements/minimum standards?	Yes, sufficient	No, slight shortage (*Please provide further information)	No, significant shortage (*Please provide further information)			
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
		Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		Supplies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		Equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Trained staff/volunteers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.6.1	If you answered " <b>No, slight shortage</b> " or " <b>No, significant shortage</b> " to any of the resources in Q1.6, this could indicate a potential Major Material Risk (MMR), so please provide further detailed information regarding the shortage and whether plans are in place to improve this.						
1.7	Are you able to assure privacy and confidentiality of donor information?	Yes	No				
		<input type="checkbox"/>	<input type="checkbox"/>				
		Please give details:					
Please feel free to provide other comments or further information to clarify your responses to this section:							

## Key Issue 2: Essential Organisational Requirements

### Explanatory Note:

The implementation of blood programmes is a complex undertaking with inherent risks which requires specialist technical and financial knowledge and expertise. To ensure the appropriate level of guidance is received and the significant risks that face all blood programmes can be reduced, GAP recommends that all NS blood services are governed separately by a professional, specialist blood service Board with delegated responsibility for strategic direction and having the specific skills required to manage the blood programme and oversee operational performance. It is particularly useful for board members to have bio- technical, medical/scientific management, economic/financial, political and legal skills and knowledge. Any governance structure should be guided by systems of delegation that clearly describe the role of the Board, and the authority and accountability between the NS Council and the blood service Board.

2.1	Does the National Society have a separate organisational management structure to manage the blood service including a separate board of governance with delegated responsibility for the blood programme - strategic planning; - operational management; and - delegated financial authority.	Yes	Partially (Please give details)	No	Unknown	Not Applicable
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Please give details:				
2.1.1	If you answered <b>YES to Q 2.1</b> , does the National Society have a well-defined system for delegation, providing clarity on authority and accountability between the:  National Society and blood service boards The blood service board and blood service management	Yes	Partially (Please give details)	No	Unknown	Not Applicable
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Please give details:				
2.1.2	If you answered <b>YES to Q 2.1</b> , does your National Society Blood Service have the skills and knowledge to implement and manage change, maintain strict roles and responsibilities and otherwise perform its responsibilities as per Q2.1?	Yes	Partially (Please give details)	No	Unknown	Not Applicable
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Please give details:				
2.2	Is your National Society Blood Service based on a nationwide organisational model?	Yes	Partially (Please give details)	No	Unknown	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		Please give details:				
2.3	Does the blood service have contingency plans or systems in place to maintain blood service delivery in the event of disaster? (e.g. a business continuity plan or disaster preparedness procedures in place for the blood program)	Yes	Partially (Please give details)	No	Unknown	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		Please give details:				

Please feel free to provide other comments or further information to clarify your responses to this section:

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### Key Issue 3: Protection against claims for damages

*Explanatory Note:*

A National Society Blood Service should have a clear definition of their relationship with the government and the government's role in protecting the National Society against claims and damages. No matter how good a blood service's quality management and safety procedures, there is always the possibility of an incident of 'no fault' transfusion transmitted infection. It is important, therefore, that the Blood Service has in place insurance or indemnity to protect it from potential liabilities should this occur, particularly in countries where litigation is a possible consequence. Blood Services should also ensure to keep secure and accurate records.

3.1	Does the government provide legal and/or financial protection to the blood service for undertaking its activities?	Yes	Partially (Please give details)	No	Unknown	Not Applicable
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>Please give details:</b>				
3.2	Has a separate corporate structure been established between the National Society and the blood service to enable protection of National Society funds from damages relating to blood service activities?	Yes (Please give details)	Partially (Please give details)	No	Unknown	Not Applicable
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>Please give details:</b>				
3.3	Does the blood service operate according to international standards in blood programmes (e.g. WHO, AABB, CoE)? (If <b>YES</b> or <b>PARTIALLY</b> , please indicate which standards)	Yes	Partially	No	Unknown	Not Applicable
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>Please give details:</b>				
3.4	Does the blood service operate according to national or country specific minimum standards? (If <b>YES</b> or <b>PARTIALLY</b> , please indicate which standards)	Yes	Partially	No	Unknown	Not Applicable
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>Please give details:</b>				
3.5	Where the blood service does <b>NOT</b> operate according to international or national standards in blood programme delivery, is the reason documented and accepted by government?	Yes	Partially (Please give details)	No	Unknown	Not Applicable
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>Please give details:</b>				
3.6	Is your blood service accredited to a relevant blood standard? (e.g. AABB, cGMP, EU directives, GMP, WHO, AfSBT or AABB stepwise accreditation). If <b>YES</b> , please indicate certification, level and date of last inspection/audit.  <b>*When returning your completed Self-assessment questionnaire, please also provide a copy of the blood standard being used.</b>	Yes	Partially/In Progress	No	Unknown	Not Applicable
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>Please give details:</b>				

3.7	Does the blood service retain donor and donation records according to a defined policy?	Yes	Partially (Please give details)	No	Unknown	Not Applicable	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		Please give details:					
3.8	Does the blood service maintain insurance cover against the following potential liabilities?	Yes	Partially (Please give details)	No	Unknown	Not Applicable	
		property loss	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		public liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		blood and blood products liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		directors' and officers' liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		professional indemnity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		internal fraud	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		donor injury	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		malicious product tamper	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Please give details:					
3.9	Does the blood service obtain regular professional advice on the levels and type of insurance cover?	Yes, at least annually	Yes, periodically	No	Unknown		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
3.10	Does the blood service enjoy either commercial or government indemnity protection from blood-borne disease liabilities?	Yes	Partially (Please give details)	No	Unknown	Not Applicable	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		Please give details:					
Please feel free to provide other comments or further information to clarify your responses to this section:							

## Key Issue 4: Support for Recipients of Infected Blood

*Explanatory Note:*

While the blood service cannot be held responsible for the risk of infection which is inherent in blood products, it is appropriate for National Society blood services to provide support and compassion to affected transfusion recipients. This is currently an area of risk for almost all NS blood services as the provision of this type of support is an important aspect in sustaining the reputation of the Red Cross/Crescent as a humanitarian organisation.

		Yes	Partially (Please give details)	No	Unknown	Not Applicable
4.1	Does the blood service or the health department provide support to recipients of infected blood? (Please select all mechanisms of support that are provided)					
	- financial compensation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	- professional psychological support	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	- medical support	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	- social support (e.g. in discussions with health insurance providers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	- other (please specify): <input style="width: 200px;" type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>Please give details:</b>				
4.2	If the blood service or the health department do not provide support to recipients of infected blood, which agency provides this support (if any)?					

Please feel free to provide other comments or further information to clarify your responses to this section:

## Key Issue 5: Safety Versus Cost

*Explanatory Note:*

A significant role of a National Society blood service is to balance safety, cost and availability of blood products. Although there is a continued move towards improving the safety of blood, it is also important to ensure that a known small risk is not being replaced by an unknown and potentially greater risk. Efforts to increase safety can have an impact on the availability of blood products overall. Ensuring a continued awareness of emerging threats and the education of government agencies about new safety measures are important functions of the blood service.

5.1	Does the blood service conduct a cost/benefit analysis of new safety-enhancement proposals? (e.g. Nucleic Acid Testing)	Yes	Partially (Please give details)	No	Unknown	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<b>Please give details:</b>				
5.2	Does the blood service actively advise government agencies on the importance of adequate funding for new blood safety initiatives and the consequences of not funding them?	Yes	Partially (Please give details)	No	Unknown	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<b>Please give details:</b>				
5.3	Does the blood service have systems in place to monitor emerging threats to the safety of the blood supply (e.g. regional disease surveillance)?	Yes	Partially (Please give details)	No	Unknown	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<b>Please give details:</b>				
5.4	Does the blood service have systems in place to ensure the following aspects of blood transfusion safety are being met (to ensure optimal patient outcome):  The correct blood is being provided. The right built-in mechanism for lookback.	Yes	Partially (Please give details)	No	Unknown	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<b>Please give details:</b>				

5.5	Does the blood service aim to influence hospitals/clinics in the appropriate use of blood components including storage, handling and minimising waste?	Yes	Partially (Please give details)	No	Unknown	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		Please give details:				
5.5.1	If you answered <b>YES</b> or <b>PARTIALLY</b> to Q5.5, please indicate how you influence hospitals/clinics.					
5.5.2	If you answered <b>YES</b> or <b>PARTIALLY</b> to Q5.5, what <b>percentage (%)</b> of major hospitals that use blood components from your blood service do you have a written agreement in place with?	%				
5.6	What <b>percentage (%)</b> of major hospitals that use blood components from your blood service have active multi-disciplinary transfusion committees?	%				
5.6.1	Does the blood service participate in multi-disciplinary transfusion committees?	Yes (all)	Yes (some)	No	Unknown	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.7	Please indicate the national proportion (%) of hospitals/clinics: Public hospitals Private hospitals Not-for-profit hospitals Clinics Armed forces Other (please specify):	%				
		%				
		%				
		%				
		%				
		%				
5.8	Does the blood service participate with relevant health authorities in the development of national standards?	Yes	Partially (Please give details)	No	Unknown	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		Please give details:				
Please feel free to provide other comments or further information to clarify your responses to this section:						

## Key Issue 6: Funding

*Explanatory Note:*

GAP advocates that NS should ensure, as a priority, that their blood service activities have sustainable and transparent financial arrangements. Sufficient and long-term funding should be in place and reviewed by the National Society before commencing or remaining in a blood programme. This is best secured through either cost recovery or government funding, although in some areas use of public donations is supported. Transfer of funds between the National Society and blood service should be in the context of an appropriate service level agreement.

6.1	What percentage (%) of your total blood service budget comes from: <table style="width: 100%; margin-left: 20px;"> <tr><td style="width: 30%;">government</td><td style="width: 30%;"></td><td style="width: 30%;"></td></tr> <tr><td>hospitals</td><td></td><td></td></tr> <tr><td>cost recovery charge to hospitals/clinics</td><td></td><td></td></tr> <tr><td>internal funding activities</td><td></td><td></td></tr> <tr><td>your National Society</td><td></td><td></td></tr> <tr><td>other National Societies</td><td></td><td></td></tr> <tr><td>NGOs (non-governmental organisations) &amp; international funds</td><td></td><td></td></tr> <tr><td>public/private health insurance system</td><td></td><td></td></tr> <tr><td>Other (please specify):</td><td></td><td></td></tr> </table>	government			hospitals			cost recovery charge to hospitals/clinics			internal funding activities			your National Society			other National Societies			NGOs (non-governmental organisations) & international funds			public/private health insurance system			Other (please specify):			<b>Please give % for each:</b>				
government																																	
hospitals																																	
cost recovery charge to hospitals/clinics																																	
internal funding activities																																	
your National Society																																	
other National Societies																																	
NGOs (non-governmental organisations) & international funds																																	
public/private health insurance system																																	
Other (please specify):																																	
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6.2	Does the blood service ensure that 'for profit' organisations or suppliers have no equity share or management control in the blood programme?  (For example: Ensuring that suppliers of equipment/reagents do not influence blood service decision making)	Yes	Partially (Please give details)	No	Unknown																												
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																												
		<b>Please give details:</b>																															
6.3	Does the blood service manage potential conflict of interest for: <table style="width: 100%; margin-left: 20px;"> <tr><td style="width: 30%;">board members</td><td style="width: 30%;"></td><td style="width: 30%;"></td></tr> <tr><td>senior staff</td><td></td><td></td></tr> <tr><td>volunteers</td><td></td><td></td></tr> <tr><td>major suppliers</td><td></td><td></td></tr> </table> <p>A potential conflict of interest is a situation in which a person is in a position to personally benefit from decisions made in their official capacity. Some examples of mechanisms to manage conflict of interest are:                  a) board members with a conflict of interest are required to abstain from decision making where a conflict exists; or                  b) policies are implemented that ensure suppliers are not influencing blood service independence on decision making.</p>	board members			senior staff			volunteers			major suppliers			Yes	Partially (Please give details)	No	Unknown																
board members																																	
senior staff																																	
volunteers																																	
major suppliers																																	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																												
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																												
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																												
		<b>Please give details:</b>																															
6.4	Is a formal agreement in place to manage National Society access to blood service funds?	<input type="checkbox"/>	Yes - NS cannot access funds																														
		<input type="checkbox"/>	Yes - formal agreement allows NS to access funds where appropriate																														
		<input type="checkbox"/>	No																														
		<input type="checkbox"/>	Unknown																														
		<input type="checkbox"/>	Other : (please give details below)																														
		<input type="checkbox"/>	Not Applicable																														
		<b>Please give details:</b>																															
6.5	Are blood service funds quarantined for use by the blood service only?	Yes	Partially (Please give details)	No	Unknown	Not Applicable																											
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																											
		<b>Please give details:</b>																															

6.6	Does the National Society provide funding to the blood service?	Yes (Please give details)	Partially (Please give details)	No	Unknown	Not Applicable
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Please give details:				
6.7	Do the National Society and blood service have separate accounting systems?	Yes	Partially (Please give details)	No	Unknown	Not Applicable
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Please give details:				
Please feel free to provide other comments or further information to clarify your responses to this section:						

## Key Issue 7: Education on Blood Risks and Consequences

*Explanatory Note:*

While NS blood services may not be directly responsible for transfusing blood products to patients, GAP recommends that they provide a duty of care to patients by ensuring that they are made aware of the inherent risks of blood transfusion and that hospitals and clinicians using the blood service's products practice appropriate use of blood and effective patient consent protocols. The provision of appropriate education on the risks of blood transfusion should extend to the general public, NS, government, clinical colleges and blood service staff.

7.1	Do patients have to provide written informed consent prior to transfusion?	Yes	Partially (Please give details)	No	Unknown	Not Applicable
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Please give details:</b>						
7.2	Has the blood service developed and implemented strategies aimed at improving public education in relation to the safety of the blood supply and risks of blood transfusion?  Examples may include: - school programmes - media (including social media) - information on a website - brochures/leaflets - informal networks - donor education - placing representatives on appropriate decision making bodies - other (please specify):	Yes	Partially (Please give details)	No	Unknown	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Please give details:</b>						
7.3	Does the blood service provide education on the risks of blood transfusion to clinicians and other stakeholders, including:  National Society Government Hospitals & clinical colleges Blood service staff Participation on hospital transfusion committees Other (please specify):	Yes	Partially (Please give details)	No	Unknown	
	National Society	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Government	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Hospitals & clinical colleges	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Blood service staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Participation on hospital transfusion committees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Other (please specify):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Please give details:</b>						
7.4	Does the blood service conduct regular campaigns to educate the public on the need for regular blood donations?	Yes (Please give details)	Partially (Please give details)	No	Unknown	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Please give details:</b>						

Please feel free to provide other comments or further information to clarify your responses to this section:

## Key Issue 8: Management Skills

*Explanatory Note:*

In order to achieve and maintain a good standard of management skills, GAP recommends that a NS blood service is coordinated and guided by a national strategic plan, with a clear vision, mission and objectives. The strategic plan should be supported by tools such as performance goals and key performance indicators which allow the blood service to measure progress towards an achievement of these goals.

8.1	Does the blood service have the following in place?  a clear vision a clear mission a strategic plan strategic objectives	Yes	Partially (Please give details)	No	Unknown	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<b>Please give details:</b>				
8.2	Does the blood service have key performance goals and indicators? (e.g. % decrease in staff injury time, % decrease in product wastage)	Yes	Partially (Please give details)	No	Unknown	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<b>Please give details:</b>				
8.3	Does the blood service have training programmes in place to maintain and develop management and leadership skills?	Yes	Partially (Please give details)	No	Unknown	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<b>Please give details:</b>				

Please feel free to provide other comments or further information to clarify your responses to this section:

## Key Issue 9: Fractionation

### Explanatory Note:

It is not desirable for Red Cross/Red Crescent to commence fractionating activities unless the size of the operations in that country makes it viable and the blood service can meet international standards of GMP and quality assurance. GAP recognises that in some developing countries, involvement in fractionation may be the only way that plasma derived products can be sourced, and the NS may consider fractionation, provided that appropriate government authority and support is secured. If plasma is to be discarded, donors should be advised.

If NS do want to fractionate or outsource to other fractionators, it is recommended that prior approval from appropriate government authorities is obtained on both the product manufacturing and marketing processes. GAP also recommends the blood service reviews its indemnity and insurance provisions to ensure that it is adequately covered for involvement in this additional activity and to minimise the impact of the associated potential risk exposure. The NS's position is that a policy of national self-sufficiency is a matter for that country's government.

9.1	Does the blood service collect plasma for fractionation into plasma derived medicinal products and send it to a plasma fractionator?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Please give details:		
9.1.1	If NO, does the blood service plan to be involved in this activity in the future?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Please give details:		
9.2	Does the blood service operate a plasma fractionation facility or directly perform fractionation (protein purification)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Please give details:		
9.2.1	If YES, is the blood service insured/indemnified for these activities?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Please give details:		
9.2.2	If NO, does the blood service plan to be involved in this activity in the future?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Please give details:		

9.3	Does the blood service sell plasma derived medicinal products (derived from plasma fractionation)?	Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
Please give details:			
9.3.1	<b>If NO</b> , does the blood service plan to be involved in this activity in the future?	Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
Please give details:			
9.4	Does the blood service distribute plasma derived medicinal products to hospitals/clinics/patients?	Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
Please give details:			
9.4.1	<b>If NO</b> , does the blood service plan to be involved in this activity in the future?	Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
Please give details:			
9.5	If the blood service is involved in plasma fractionation activities, are donors informed of this?	Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
Please give details:			
Please feel free to provide other comments or further information to clarify your responses to this section:			

## Key Issue 10: Administration of Blood and Blood Products

*Explanatory Note:*

The involvement of a National Society blood service in any activities relating to the administration or therapeutic collection of blood products, including compatibility testing and clinical advice, carries with it an increased exposure to potential risk for the blood service and National Society.

10.1	Does the blood service transfuse or administer blood products (e.g. blood, blood components, plasma derived products, or cell therapies)?	Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
	Please give details:		
10.1.1	<b>If YES,</b>	Yes	No
	- Is there official approval from government for these activities?	<input type="checkbox"/>	<input type="checkbox"/>
	- is the blood service/National Society insured/indemnified for these activities?	<input type="checkbox"/>	<input type="checkbox"/>
	Please give details:		
10.1.2	<b>If YES,</b> are there systems in place to ensure:	Yes	No
	- The right product is being transfused or administered to the correct patient?	<input type="checkbox"/>	<input type="checkbox"/>
	- Traceability (for patient lookback)	<input type="checkbox"/>	<input type="checkbox"/>
	Please give details:		
10.1.3	<b>If NO,</b> does the blood service plan to be involved in these activities in the near future?	Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
	Please give details:		
10.2	Does the blood service undertake therapeutic collection of whole blood or plasma?	Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
	Please give details:		

10.3	Does the blood service provide compatibility testing services / cross matching services for hospitals?	Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
Please give details:			
10.4	Does the blood service provide clinical advice or approval for blood and blood product transfusion or administration (e.g. does the blood service review and approve requests for patient access to plasma derived products such as IVIg or FVIII)?	Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
Please give details:			
Please feel free to provide other comments or further information to clarify your responses to this section:			

## Key Issue 11: Other Activities

### Explanatory Note:

The extent and level of activities that the blood service is involved in will directly affect their potential risk exposure, as well as the risk for the National Society. With the development of therapies and technologies, new areas of interest are emerging for some NSBS; however involvement these activities may also carry with them an inherent increase in associated risk which should be considered.

11.1	Does the blood service undertake activities involving cells and tissues? (cells and tissue involvement includes the collection, storage, testing, distribution and/or administration of cells and tissues)	Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
Please give details:			
11.1.1	<b>If YES,</b>	Yes	No
	- Is there official approval from government for these activities?	<input type="checkbox"/>	<input type="checkbox"/>
	- is the blood service/National Society insured/indemnified for these activities?	<input type="checkbox"/>	<input type="checkbox"/>
Please give details:			
11.1.2	<b>If NO,</b> does the blood service plan to be involved in activities involving cells and tissues in the future?	Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
Please give details:			
11.2	Does the blood service/National Society undertake consumables manufacture (e.g. blood bags/test kits)?	Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
Please give details:			
11.2.1	<b>If YES,</b>	Yes	No
	- Is there official approval from government for these activities?	<input type="checkbox"/>	<input type="checkbox"/>
	- Is the blood service/National Society insured/indemnified for these activities?	<input type="checkbox"/>	<input type="checkbox"/>
Please give details:			

	<b>If NO</b> , does the blood service plan to be involved in activities consumables manufacture in the future?	Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
11.2.2	Please give details:		
Please feel free to provide other comments or further information to clarify your responses to this section:			

## Recommended Next Steps

### Recommended Next Steps

The Self-assessment is intended to enable National Societies and their blood services to identify issues that require further attention. Each question in the SA describes a condition which, if not met, can represent a risk to the blood service and its National Society. A plan to address each of the unmet conditions - beginning with those under key issue one - should significantly reduce the level of risk to the blood service and its National Society.

**To assist the blood service in addressing its identified risks, GAP will provide it with an individual Self-assessment feedback report with risk management recommendations.**

In the interim, GAP has suggested various possible 'next steps' for the blood service's consideration below:

### Governance and Management

- Establish a working group within the National Society and/or blood service to review the service's current governance and management structure, and to prepare a strategic plan.
- Consider obtaining specialist assistance or advice on governance and management issues from other National Societies/blood services, or by engaging a specialist external advisor.
- The working group or advisor could consider whether:
  - the current structure provides sufficient oversight, and clarity of responsibility
  - the management of the blood service and that of the National Society should be separated
  - the blood service should be established as a separate legal entity from the National Society
  - a structure involving a supervisory board of directors (with strategic oversight functions), a chief executive (responsible for day-to-day management, reporting to the board), and a senior management team (reporting to the chief executive) would be workable

### Legal Issues and Risk Management

- Identify the legislative and regulatory basis for the blood service's operations. Assess whether current government laws and regulations:
  - accurately state the relationship between the blood service and government authorities
  - adequately regulate the service's activities
  - provide the blood service with any protection or indemnification from legal claims
- Consider whether legislative changes are necessary, and how best such changes can be achieved.
- Consider advocacy with the government, and appropriate public health authorities, to gain their support for such proposals.
- Establish a risk management team within the blood service, to conduct an assessment of the service's activities and to prepare policies for identifying, minimizing and eliminating risks.

### Funding and Insurance

- Review sources of funding and potential revenue streams. Assess whether current service agreements (if any) with the National Society and public bodies are sufficient, or require changes.
- Seek advice about the availability and cost of comprehensive insurance for the service and its staff.

### Policies and Standards

- Conduct an operational audit to assess the extent of compliance with international blood programme delivery standards. Identify steps for improving compliance.
- Review operational policies (for example, policies for the recruitment and training of staff, document preservation, patient informed consent, public education, media relations, and so on).
- Systematically review and prioritize the key issues and key points from the Self-assessment, and incorporate them into policy and planning materials.
- Repeat the Self-assessment periodically in order to review progress.

## Final Comments and Feedback

Please feel free to provide GAP with any further comments or information, for example:

- Further clarification on any answers provided in the questionnaire;
- Is there anything that your blood service is concerned about or you need further information on?
- Feedback on the process of completing the Self-assessment (suggestions for changes or other comments)

## THANK YOU

Many thanks for your participation in the Self-assessment. If you have any other information or feedback that you would like to provide, please address it by email to:

[GAPSelfAssessment@redcrossblood.org.au](mailto:GAPSelfAssessment@redcrossblood.org.au)

Please expect to receive your individual feedback report upon completion of the Self-assessment process within your region.