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Dear Colleague:

We are pleased to provide the Ontario Contingency Plan for the Management of Blood Shortages (“Ontario Plan”) Version 3 and the updated Ontario Hospital Toolkit for Emergency Blood Management to keep your hospital up to date with the latest changes in the National Plan for Management of Shortages of Labile Blood Components (“National Plan”), which provides a national framework for a coordinated and consistent response by provincial/territorial health ministries and hospitals to a blood shortage.

The attached Ontario Plan Version 3 and the Hospital Toolkit also incorporated recommendations from the February 2014 blood shortage simulation exercise report. Key recommendations for hospitals included:

- Ensure that your hospital emergency blood management plan is completed and up to date
- Ensure that your hospital emergency blood management plan includes the requirement to document any decisions to defer patient surgery or treatment in order to preserve the limited supply
- Ensure that your hospital transfusion service reports your inventory to Canadian Blood Services routinely and especially when requested to do so

We strongly encourage you to review the Ontario Plan Version 3 and Hospital Toolkit and ensure that your hospital emergency blood management plan incorporates the recommendations from the February 2014 simulation exercise and is made congruent and complementary with the Ontario Plan to be adequately prepared for a blood shortage emergency.

If your hospital does not have a hospital emergency blood management plan in place, we encourage you to develop one to ensure that you meet current standards of practice and regulatory requirements - Canadian Standards Association Z902-15 Standard on Blood and Blood Components; Canadian Society for Transfusion Medicine Standards for Hospital Transfusion Services v3 2011; and Regulation 965 under the *Public Hospitals Act*.

When communicating this information throughout your hospital, please ensure that the Chief of Staff and the Medical Advisory Committee are actively engaged in this effort.

Canadian Blood Services is the primary organization responsible for notifying hospitals through their transfusion services of a blood shortage. Depending on the severity of the situation, additional communication from the ministry may be provided.

We would like to thank the Ontario Contingency Planning Working Group and the Ontario Emergency Blood Management Committee for their valuable time, input and ongoing participation in the development and maintenance of the provincial contingency plan. And special thanks to the Ontario Regional Blood Coordinating Network for their considerable assistance with development and dissemination of the attached package.

The Ontario Blood Advisory Committee and hospital personnel throughout the province were also consulted to ensure validity of the material.

Copies of the Ontario Plan Version 3 and Hospital Toolkit can be found at the Ontario Regional Blood Coordinating Network website at www.transfusionontario.org and the ministry website at <http://www.health.gov.on.ca/en/public/programs/emu/>. These documents are available in both French and English versions.

For more information, please contact Dai Kim, Manager, Ministry of Health and Long-Term Care at (416) 326-6478 or by email at dai.kim@ontario.ca.

Thank you for your continued support in the appropriate use of blood and blood products. We recognize the value of good health system management and encourage all hospitals to prepare for blood shortages.

Sincerely,

[Original signed by]

Debbie Korzeniowski
Director
Provincial Programs Branch

Enclosure

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