



# THE SANMAN BLOOD VOLUNTEER HANDBOOK

## **DEAR VOLUNTEER,**

The field of blood donation, collection and distribution is one of the core volunteering areas that the Sanman Foundation undertakes. The field involves technicalities and hands-on, immediate action by the volunteer. This handbook has, hence, been designed to cater to your queries of procedure, funding, contacts and required action, when required. Please do take time to read it and understand the process of volunteering at Kidwai in this field.

The handbook is a result of the years of experience and collected knowledge of key volunteers like Mr. Chandy PA and Mr. Jacob Chacko. Also involved are Mr. Alphonse Kurian of Lions Club, Sanjaynagar and Mr. Pericho who works with the Red Cross and is a nominee of the governor. The staff of the Kidwai Blood bank, especially Dr. Prathiba also imparted information.

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## 1. INTRODUCTION

A volunteer of blood must be well versed with the overall World scenario of blood as described by key organisations like WHO and the Red Cross. Outlined below is an introduction to blood.

India, by world standards, has been categorised as a lower middle income country. It should be noted that in countries like India, up to 65% of blood transfusions are given to children under the age of 5. However, the scenario is such that there are only about 3.9 to 11.7 donations per 1000 population.

It should also be noted that the world sees an annual blood donation of about 108 million units. There are two issues to be noted here.

1. 50% of this annual donation is collected in high income countries where less than 20% of the world population lives.
2. The other 50% collected in low and middle income countries has to cater to a whopping 80% of the world population.

While the above problems can be listed as statistics, the clear inference is that low and middle income countries like ours are lacking in donations. People refrain from donating due to various taboos and misconceptions connected to the same. To reflect better statistics, the only solution is to bring awareness to people in countries like India so that the number of donations per 1000 population increases manifold.

The WHO lists 10 facts on Blood Transfusion

1. Blood transfusion saves life and improves health.
2. Transfusions support various treatments.  
It should be noted that blood transfusions cater to patients with various diseases and conditions, like Dengue and Cancer.
3. Adequate supply of safe blood can only be assured through **voluntary unpaid donation**.
4. Voluntary unpaid donors account for 100% of blood supplies in 60 countries.
5. Around 108 million blood donations are collected globally every year.
6. The median annual blood donation is 3100 in middle and low income countries.
7. More people in high-income countries donate blood than in other countries.

8. Donated blood should always be screened.
9. A single unit of blood can benefit several patients.
10. Unnecessary transfusions expose patients to needless risks.

## 2. OVERVIEW

Kidwai is a cancer-care institution. The blood that is collected, is provided by the Kidwai Blood Bank free of cost to various patients.

A special work area of the Sanman group is the Kapur Ward.

This ward caters to children with cancers like Leukaemia and Brain Tumour. It is important to note that most blood requirements of children in this ward are in terms of platelets. There are various issues that crop up in relation to this.

Problems faced by a volunteer-

1. The Kidwai blood bank, although free of cost, works only on the weekdays.
2. During the weekdays, the blood bank works only during the day – the timings being around 9:00 am to 5:00 pm with changes depending on circumstances.
3. Procuring Platelets is a difficult task as platelets take a day for separation from whole blood in the bank. \*has been further explained under 'Technicalities'\*

### Present Solutions

1. As of now, under the above circumstances, the volunteers contact other blood banks around the city, like the NIMHANS Blood bank which charges Rs. 300 per unit. A list of other blood banks and their contacts will be provided.
2. The same is done for procuring platelets. SDP has, at present, been suspended in the Kidwai blood bank. \* has been further explained under 'Technicalities'\*

These are the only solutions at present. As a volunteer, one can be proactive in coming up with further, long term solutions for the listed problems, as well as create a network of further volunteers who can traverse the city for collecting blood from other blood banks.

It should be understood that the main issue with the Kidwai Blood Bank is the lack of technicians. The government will not, at present, grant further allowance for the hiring of staff and the Kidwai administration has to make do with the granted additional funding. These translate as loss of a 24-hour blood bank at Kidwai. Keeping this in mind, the volunteer will have to undertake various responsibilities which will be discussed further.

KAPUR WARD

The Kapur Ward caters to children with cancer. The ward is a creatively designed ward that aims at providing comfort to the children that are accommodated there.

In the field of blood, the children at the ward are in constant need of blood. There can be 7 different types of cancer in children\*. These cancers require a regular supply of blood and hence blood donations.

The children mainly require platelets that have been separated as a component of whole blood that is donated.

Take note of the following

1. The platelet count in a child undergoing Chemotherapy must be at least a lakh. When the count falls below this, continuation of chemotherapy is difficult.
2. When the platelet count falls below 20,000, it results in bleeding from the nose and various other complications.
3. It should also be noted that chemotherapy itself has various complications in children like recurring Chicken Pox and strokes. Blood, hence, is a constant necessity of the ward.
4. With the passage of time, the platelet count further decreases. It is important to be as quick and efficient as possible in the procurement of platelets.
5. The platelet count of the child must, at all times, be above 60,000 to maintain a stable state.
6. It is roughly estimated that about 12 units of platelets (RDP) are required per day. This would require at least 12 regular donors (a donor can donate once in 4 months) per day, as blood needs cannot be accurately predicted.

The volunteers, must, hence work at actively promoting blood donations in a regular manner during the weekdays (Blood bank conditions; refer to Problems above).

#### WEEKDAYS

Please note that the Kidwai Blood Bank, as discussed, works only during the weekdays. While a volunteer conducts or works towards blood donation drives, he or she must note that these drives must be conducted only during the weekdays, during the day hours, preferably from 9 am to 4 pm.

Further, if a volunteer can find as many as 50 blood donors in an organisation, institution, community or elsewhere, a Kidwai van with a doctor and technicians will be sent over to the venue. Again, it should be noted that this must occur within the weekdays during the working hours of the blood bank.

### 3. TECHNICALITIES

As a blood volunteer, there are various technical terms one should keep abreast of.

1. While donating blood, it is donated using 2 methods.

As a donor, one donates either whole blood or SDP.

**Whole blood** is the blood that is collected during most blood donation camp and blood drives. The blood is then screened for diseases like HIV. Once screened, the blood is separated into the following components. These are-

- Red Blood Cells
- Fresh Frozen Plasma
- Platelets
- Cryoprecipitate

Also included are white blood cells but they have further details attached and are outside the purview of this handbook.

Note that this separation process takes at least a day in the Blood Bank. This is why regular donors are necessary, so that ample platelet units are available when a child or a patient is in need of it. Paucity of platelets leads to further reduction of their number in the body. In a case where platelets are necessary, the volunteer must look for platelets that have already been separated and stored and not a fresh donor.

The platelets separated in this manner are called **RDP** or Random Donor Platelet. It is so called as it is selected and separated from random whole blood units.

Any normal healthy donor, between the ages of 18 to 60 is eligible to donate Whole blood and hence can give, RDP platelets. It is a relatively quick process. A patient donating whole blood can do so every 3 months for men and every 4 months for women. In general, doctors say that a donor can donate whole blood 4 times a year.

After donating whole blood, a donor must wait at least 4 months before donating either whole blood or SDP. Further requirements for Whole blood donation will be listed under the 'Donation Process.'

## **SDP or SINGLE DONOR PLATELET**

Single Donor Platelet refers to a single donor, donating a unit of platelets in one sitting.

The procedure is more detailed than of whole blood donation. The donation requires about an hour or two of the patient's Hence, it does take time. However, with SDP, the frequency of donation can increase drastically. It is recommended that a person wait for a half a month or so before the next SDP donation or before a whole blood donation.

The equipment used separates the platelets from other components on site and returns the rest of the blood into the body of the donor.

However, most experienced donors donate SDP as often as once in a week or once in 14 days.

SDP is said to be qualitatively better, but RDP is only slightly different. However, SDP donations are much lower compared to whole blood because of time constraints as well as eligibility issues.

- SDP donation requires a very healthy donor.
- Women are not eligible, generally.
- The donor must be above 60 Kg.
- Veins should be thick and visible.
- Platelet count must be above 2.5.

Technicians also play a role in determining whether a person can donate. If they aren't able to find a vein, they might reject the donor.

Note the following-

- An SDP donor can donate again in about the next 14 days. He can donate whole blood or SDP.
- If whole blood is donated, the donor must wait 3 to 4 months before the next donation of either SDP or whole blood.

## **4. THE DONATION PROCESS**

Outlined below is the whole donation process and everything a donor and the volunteer must know.

Briefing the donors-

1. Blood donation is absolutely safe. There is no transference of HIV or Hepatitis B & C. The needle and blood bag comes in a sterile pack and is not reused. Instruments are also sterile and clean and will not come in contact with other blood donors.
2. Only 450 millilitres of blood is collected at a time; less than 10% of the volume of blood in a person's body. The lost fluid is replaced within the next 36 hours.
3. Eat normal meals or snacks throughout before blood donation. Drink lots of fluids.

Red Cross gives the following guidelines for donors.

1. Be in good general health. If you have chronic conditions, one's condition must be under control through right treatment.
2. Be at least 18 years old.
3. Weigh at least 50 Kg.

**At the Kidwai Memorial Institute of Oncology, doctors recommend and require the following for eligibility. As a Sanman volunteer for Kidwai, you will be following the eligibility requirements listed below.**

1. Age – 18 to 60 years old.
2. Weight must be above 45 Kg.
3. Haemoglobin levels must be able 12.5mg/Deciliter. This will be checked before donation.
4. The donor must not have donated in the past 3 months.

The donor will then fill the 'Blood Donor Questionnaire and Consent Form' which helps rule out a list of diseases that may hamper eligibility.

**A donor cannot donate if he suffers or has suffered from the following –**

- Heart Disease
- Tuberculosis
- Diabetes
- Malaria
- Endocrine disease
- Lung disease
- Kidney disease
- Jaundice
- Allergic Disease/Asthma
- Psychiatric/mental illness
- Epilepsy fits
- Cancer
- Abnormal/prolonged bleeding tendency

**If a donor has typhoid, he has to wait for a year before donating.**

The donor has to feel well and must have slept for a minimum of 6 to 8 hours last night.

Note the following

Condition	Time to wait for , before donating
Tattooing	6 months
Ear/Nose Piercing	6 months

Dog bite	1 year
Received blood transfusion	1 year
Antibiotics	5 days
Aspirin	3 days

**TABLE 1**

A woman cannot donate at present if they are pregnant, have had an abortion in the last 6 months, had a child less than a year ago and breast feeding etc.

A person cannot donate if they have had alcohol within the last 24 hours.

It is left to the attending doctor to determine if a woman can donate during her menstrual period.

A person's BP, Pulse and temperature should be normal.

#### **AFTER DONATION**

Once donated, the blood is screened for diseases like HIV, HBSAG, HCV, and VDRL/Malaria. If the unit is infected, the blood is discarded and the blood donor is notified.

Component Separation – As discussed under 'TECHNICALITIES', the blood is separated into its components and passed on to the receivers.

At Kidwai, this blood is free of cost.

## **5. DUTIES**

Following are the duties of a volunteer in the field of blood coordination.

1. A volunteer must be able to procure blood using a list of contacts when necessary.  
Mr. Jacob, a volunteer as well as a mentor in this field has recommended using the following Apps on your devices.
  - Indian Blood Donors
  - Blood Connect
  - Friends 2 Support

Further, a list of blood banks as well as their contacts will be provided.

When necessary, a blood volunteer can contact Mr. Pericho of the Red Cross. He is able to provide blood at subsidised rates to Sanman. In the past, he has provided blood worth Rs.600 for Rs. 400. This is beneficial to the patients and the parents of the children in the Kapur Ward. His contact details will be listed in the 'Essential Contacts' area outlined in section 6.

A volunteer will also be required to write a message and circulate it as a text message or on WhatsApp or any other portal. While crafting the message, use the table below as a checklist. The checklist is recommended by Mr. Alphonse Kurian of Lions Club Sanjaynagar

who has worked in the field for long and has conducted various blood donation camps and drives. The message when sent to Mr. Kurian, will be circulated among his donor database.

Groups that include donors of a particular blood group have been created. Your message will go to the group that is aimed at the blood type in your message.

Below is your checklist.

Patient's Full Name
Gender of the patient
The name of the Attendant (mother, father or any companion of the patient present in the hospital)
Contact details of the attendant
The name of the hospital
Timing of the blood bank *
Day and Date**
Contact details of you, the volunteer

**TABLE 2**

\*The timing of the Blood Bank is very important. If the timing of the blood bank is say, up to 8:00 pm, the Blood Bank may actually collect blood only up to 7:00 pm. The donor must be notified of these details. Many donors are lost due to mistakes like these. A donor may be sceptical of donating again, if he is turned down once. Please make sure that the timings are clear.

\*\*Mention the day and date clearly within the body of the message. Messages regarding blood as old as a year ago may be circulated and recirculated because of the lack of such details.

Other guidelines require that all willing donors are kept fully informed at that point of time. Any new development or availability of blood must be passed on to willing donors who have contacted you. This prevents loss of donor database and keeps up their good faith in the system.

The contact details of Mr. Alphonse Kurian have been listed in the 'Essential Contacts' area.

2. Conduct regular blood camps to secure platelets which the Kapur Ward children use. Platelets take at least a day for separation and hence, require regular donors.

Sanman Volunteer Mr. Chandy believes that an ideal donor number would be about 100 per day in order to secure blood platelets as well as rare blood types.

For the above duty, campaign material like t-shirts, posters, presentations using which you can rope in donors will be provided to you. All new, innovative ideas are entertained in the conducting of blood camps. The Kidwai team with a doctor and technicians will be sent to any area where more than 50 willing donors are present.

This duty also entails the gradual building of a donor database of your own. This could take time, but everyone starts somewhere. Steady work will build a database.

### 3. Put Sanman funds to use.

Using Sanman funds to procure blood is one aspect. Mr. Chandy routinely goes around Kapur Ward on his days there and reimburses blood costs of the parents of the Ward's children. The parents may have used their own funds during the week after the working hours of the Kidwai Blood Bank or during the weekends. A Sanman volunteer will collect receipts, check with the parents and reimburse them as necessary.

## TRACKING FUNDS-

A volunteer needs to keep in mind, the necessary funding while carrying out his or her duties. Funds are necessary in every sphere of the field of blood volunteering.

At Sanman, our funds are managed by Miss Kanthimathi. For managing the costs that Blood work entails, these funds are usually given to Mr. Chandy. A sum of about 20,000 to 30,000 Rupees is given to Mr. Chandy at the beginning of the month. He, then, uses the funds as required. It is usually in the manner of weekly reimbursement of the money spent by the parents of the Kapur Ward Children.

Mr. Chandy, at the end of the month, hands over a neat record of receipts and bills to Mrs. Kanthimathi. These funds are then handed over to the auditor of the organisation.

How can a volunteer procure funds?

1. Contact Mr. Chandy. Bring to his notice, the nature of spending and he will help you with the required funding.
2. During his absence, it is best to speak to Miss Kanthimathi and Miss Shirley who sit at the front desk of Sanman. This is situated in the OPD area of Kidwai Memorial Hospital.
3. Where funding is concerned, hold onto all the receipts safely and hand them over to either Mr. Chandy or Miss Kanthimathi.
4. New cases can be taken to Mr. Chandy, Mr. Jacob or to Miss Kanthimathi who will assess the needs of your case and help you accordingly.

## 6. ESSENTIAL CONTACTS

Listed below are two volunteers who have worked for long in the field of blood at Kidwai. They will also serve as mentors. This handbook is a result of their work on knowledge.

**Mr. Chandy**- He is your go-to volunteer for all issues related to the Kapur Ward. The ex-army man is seen spending his entire Saturday and part of Sunday with the children in the Kapur Ward. He takes care of the blood needs in terms of volume and funds in this ward.

Phone: 9972092862 Email: [chandy.pa@gmail.com](mailto:chandy.pa@gmail.com)

**Mr. Jacob-** He spends time at Sanman regularly, and finds blood donors when required. The architect, makes regular trips to Kidwai, where he helps in the field of blood coordination as well as various other fields.

Phone: 9341235616 Email: [jacobshimu2@gmail.com](mailto:jacobshimu2@gmail.com)

Mr. Alphonse Kurian – He is a member of Lions Club, Sanjaynagar and works closely with Kidwai volunteers. Contact him when in need of blood. He will circulate the message (keep the checklist in mind) among his donor database which is group specific depending on the patient's blood group.

Phone: 9448812330

Mr. Pericho- The man is a nominee of the governor and works closely with the Red Cross.

Phone: 9741210101

Red Cross Blood Bank – 08022268435

Lions Blood Bank- 08022266807

Life Care Blood Bank - 09448224607, 08025567392

Mr. Kumar – 9448076727

TTK Blood Bank – 08025287903

World Navrang Blood Bank- 08023521233

Life Care- 09448224607

Rashothrathana - 08026608870

Nimhans- 08026995435

Apps:

Indian Blood Donors

Blood Connect

Friends2Support

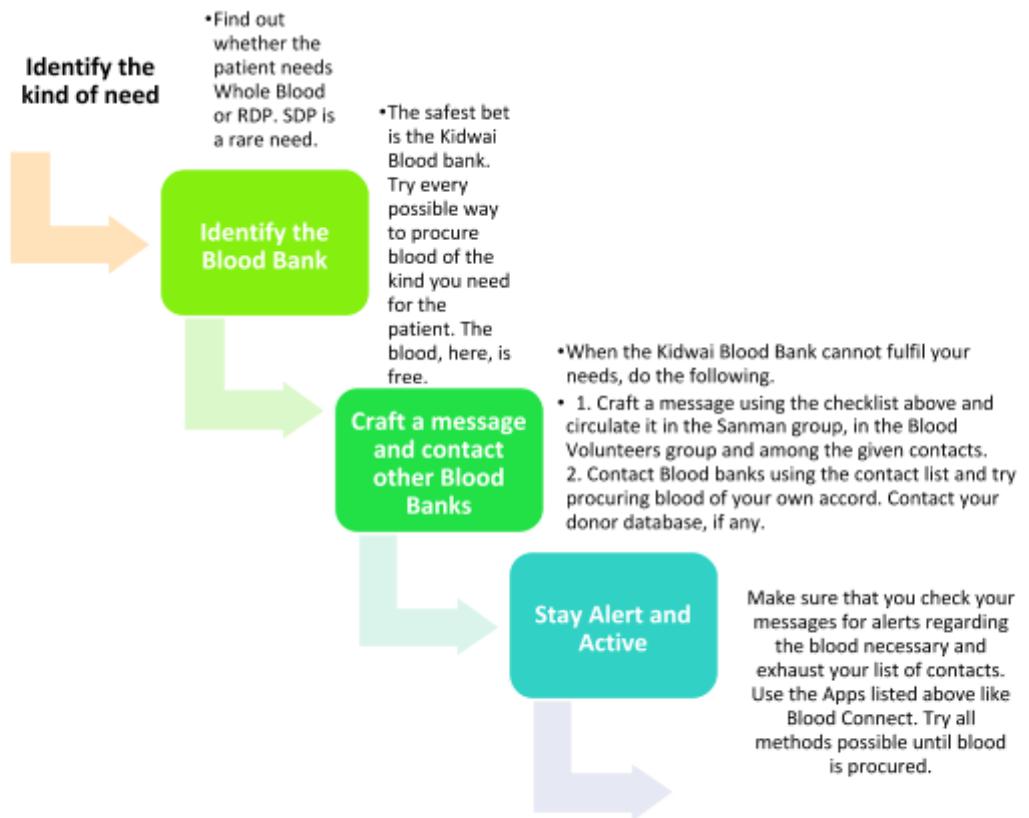
Websites:

<http://givebloodindia.org/>

<http://www.lionsbloodline.com/>

## 7. FAQ-

### 1. Once a blood need has been identified, what do I do?



## 2. How can I help the cause?



## 3. Why does the final blood cost receivers when donors donate it for free?

When a donor donates blood, the blood bank screens the same for various diseases like HIV and other tests are also conducted. It is these tests that cost the receiver and not the blood itself.

## 4. What should I know about the technicalities?

Just note the following –

Blood needs are divided into Whole Blood needs and SDP needs. SDP refers to only platelets. Whole Blood is further divided into various components like Red Blood, Plasma and Platelets. The platelets derived clinically from the Whole Blood are

termed RDP. Hence, both SDP and RDP are platelets, only collected using different methods.

#### 5. How do I know what the patient needs?

The doctor and technicians should be able to assess the exact blood needs which include- Blood type and the kind of blood( whole blood or platelets).

## 8. Conclusion

Volunteers will be provided with campaign materials for conducting Blood Donation Drives as well as roping in regular donors. Any new solutions proposed by the volunteers will be considered and implemented. We require as many volunteers as possible. Volunteers are requested to contribute in any small way possible in mobilizing more volunteers.

Please contact any other member of Sanman for further information and any related query. Use the Essential Contacts is Section 6 for the necessary contact.

Do explore the Sanman website thoroughly.

*We are glad to have you on board and look forward to working with you. ☺*