**STANDARD OPERATING PROCEDURE**

**Pre-donation measurement of donor’s body weight**

**Notes to those adapting this to conform to local guidelines**

This procedure must be adapted to conform to National Guidelines, to local requirements and to the test systems, validated reagents and calibrated equipment that are available to each organization.

1. **Introduction**

The Africa Society for Blood Transfusion Step-Wise Accreditation Standards requires that blood donors have a minimum body weight (or mass) of 50 kg or more at the time of donation. These Standards also state that unexplained recent weight loss of more than 10% of body weight shall be a reason for deferral.

In order to protect the donor from possible harm resulting from the donation, and to ensure compliance with these standards, each donor’s body weight must be checked immediately prior to donation and any history of recent weight loss examined. This procedure describes a method that can be used to fulfill these requirements.

1. **Purpose and Scope**

This procedure is to be used by authorised personnel in the blood collection clinic to check a prospective donor’s body weight prior to donation and to confirm that the donor meets the requirement for blood donation.

1. **Acronyms and Definitions**
	1. Nil.
2. **Materials and equipment required**
	1. Scale.
3. **Safety**
	1. There are no significant safety concerns associated with this procedure.
4. **Responsible**
	1. Authorised personnel in the blood donation clinic assigned to the determination of the donor’s body weight are responsible for all the activities described in this procedure.
5. **Procedure**
	1. Confirm the identity of the donor to be screened.
	2. Explain the process to the donor and answer any questions that the donor may have in respect of the procedure.
	3. The donor should be dressed in ordinary “street clothing”. Request that he/she remove extra garments such as coats, boots or heavy outerwear.
	4. Request that the donor step gently onto the scale and stand upright.
	5. Read and record the donor’s weight on the donor’s Medical History Form. Do not request that the donor reads his/her own weight and tells you the reading.
	6. Compare the donor’s weight with the weight recorded at the time of any of his/her previous donations (if available).
	7. If no records are available ask the donor if he/she has lost weight recently (within the last eight weeks) and, if so, the reason for the weight loss.
	8. If the donor has lost the equivalent of 10% of their body weight, or more, without adequate explanation, the donor must be deferred in accordance with the “Guidelines for Acceptance & Deferral of Blood Donors” (SOP-02).
	9. If the donor weighs less that 50 kg, defer the donor in accordance with the “Guidelines for Acceptance & Deferral of Blood Donors” (SOP-02).
		1. Explain the reason for the 50 kg requirement to the donor and make sure that he/she understands why he/she is being deferred.
	10. If the donor weighs more than 50 kg, and has not lost the equivalent of 10% of their body weight, they may be accepted for donation in terms of this requirement.
6. **Records and forms**
	1. The records generated by this procedure are to be retained in compliance with the associated procedures.
7. **References**
	1. Nil
8. **Revision Summary**

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| **REVISION NUMBER** | **DATE** | **REVISION DETAILS** | **REASON FOR REVISION** |
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