

To: Transfusion Services ManagersFrom: Hospital Relations DepartmentDate: December 21, 2018Re: Rh Negative Red Cell Inventory

Rh negative inventory remains below optimal levels due to reduced collections nearing the holidays. Our response to these types of shortages is usually remedied by importing from other blood centers. Regrettably, a less than optimal inventory nationwide prohibits us from increasing our inventory through imports.

We request your cooperation by reviewing your current stock and trying to keep minimal levels throughout next week.

We expect to see relief in the blood supply after the first two weeks in January. By working together we can safely sustain operations, albeit temporarily, at a slightly reduced inventory.

Thank you for your valued support.