



To: Transfusion Services Managers
From: Hospital Relations
Date: May 18, 2020
Re: Service Manual Updates

Periodic updates to the Carter BloodCare Service Manual are necessary throughout the year. We understand that maintaining a paper copy of the Service Manual can become burdensome and if even one update is missed, then your Service Manual is outdated.

In order to ensure all of our customers have the most recent and up to date version of the Service Manual, we are providing an electronic copy of the Service Manual for your reference.

Going forward, when updates are required, the entire section of the Service Manual containing updates will be electronically distributed. This will reduce the effort needed to replace only specific pages in the section, and allows you to replace the entire updated section in your own electronic copy.

Additionally, a current copy of the Service Manual can be accessed via iWeBB at <https://iwebb.carterbloodcare.org/ServiceManual/Index>.

The current distribution plan is as follows:

- Sections 1-7 (without forms) emailed on May 19, 2020.
- Sections 8-11 (without forms) emailed on May 20, 2020.
- Sections 12-16 (without forms) emailed on May 21, 2020.
- All section forms emailed separately on May 22, 2020.