

To: Transfusion Services ManagersFrom: Hospital Relations DepartmentDate: December 27, 2016Re: Red Blood Cell Inventory Levels

The decreased donor collections seen during the holiday season have begun to impact our available inventory of Group O Rh positive and Rh negative red blood cells. We are doing all we can in terms of recruitment and advertising to restore blood inventories. Additionally, we are importing blood products as they become available from other blood centers. Regrettably, stock orders may not be filled as our goal is to ensure that all imminent patient transfusion needs are met. Please ask your staff to notify our Distribution department if the requested blood products are known to be for immediate transfusion.

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 and privilege to serve you.