

## PROCESS FLOW FOR COVID-19 CONVALESCENT PLASMA (CCP) DONOR REFERRAL

1. Hospitals must have a current agreement with Vitalant to receive CCP units.
2. Donors will be recruited through referrals from treating hospitals / clinics, their physician, Vitalant or public health authorities.
3. The referring provider will provide prospective donors with a consent form for the intake medical procedures (health questionnaire pre-screening tool, swab, optional blood draw).
4. The provider should confirm donor willingness to allow up to 2 hours to complete the donation process with an automated collection (involving return of non-plasma blood components) lasting 25 to 45 minutes and providing 2 to 4 therapeutic doses based upon the donor's weight. Donors are eligible to donate plasma by automated collection at least every 28 days and in some cases, sooner.
5. The referring provider will complete the *COVID-19 Convalescent Plasma Donor Form*, confirming or obtaining each of the following:
  - a. Donor has documented laboratory test-diagnosed COVID-19 disease or has demonstrable SARS-CoV-2 antibody
  - b. There has been complete resolution of symptoms for a minimum of 14 days, and preferably 28 days, to reduce the likelihood of a positive SARS-2-CoV nasopharyngeal swab result
  - c. Review of Vitalant's health history questionnaire completed using the *Donor Screening Tool* and the donor's eligibility was confirmed with *No* answers to all questions or non-deferring *Yes* answers were resolved with Vitalant's eligibility hotline personnel
  - d. Negative SARS-CoV-2 nasopharyngeal swab PCR test results have been obtained for all donors – *test result documentation must be appended to the form*
  - e. If a sample was sent for SARS-2-CoV antibody studies for any reason, including donor qualification, (IgM and/or IgG antibody titers, neutralizing antibody titer, or both), *the result(s) must be attached and the assay type / manufacturer should be documented on the form if not obvious from the result form*
  - f. A dated signature from the clinician or licensed healthcare designee
6. HLA antibody screening will be automatically performed for previously-pregnant female donors along with routine blood typing and infectious disease testing required by Vitalant. Units testing positive for infectious disease markers or HLA Class I or II antibody cannot be released for transfusion.

7. All fields on the *COVID-19 Convalescent Plasma Donor Form* must be completed!
8. Referring provider or Designee will email a copy of the completed *COVID-19 Convalescent Plasma Donor Form* as well as the negative SARS-CoV-2 nasopharyngeal swab PCR test results to: [ScheduleCovidFree@vitalant.org](mailto:ScheduleCovidFree@vitalant.org).
9. The donor will be contacted by Vitalant staff to schedule a donation appointment. Donors cannot schedule themselves for a CCP donation through the usual online process used for regular (non-CCP) donations.
10. The donor will be given an appointment in a convenient designated Vitalant collection center. Staff will make a reminder call.  
*PLEASE NOTE:* Donors must bring identification listing their legal name, identical to the name provided on the *COVID-19 Convalescent Plasma Donor Form*.
11. Questions should be directed to Vitalant personnel providing forms to your facility or by calling 1-866-CV-PLSMA (1-866-287-5762).