







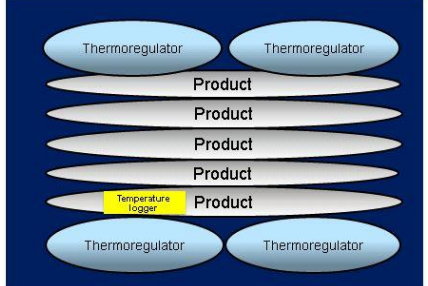
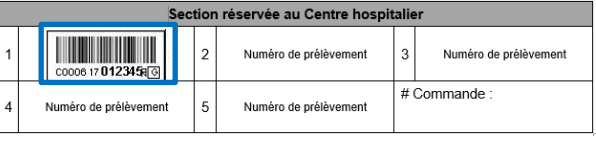


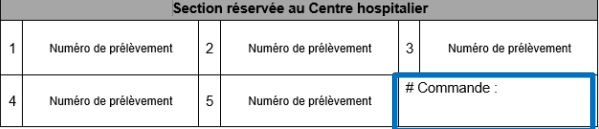


Pour copie papier seulement : Le document original est approuvé avec signature numérique sous la responsabilité de CFA.

<p><b>1</b> Verify the identity of the mother and make sure it matches the online registration form (or consent for directed donation) and collection form, then addressograph</p> 	<p><b>2</b> Place the material on the sterile field</p> 	<p><b>3</b> At the end of collection, ensure that the clamps and the needle protector are closed</p> 
<p><b>4</b> Mix thoroughly the cord blood with the anticoagulant by inversion</p> 	<p><b>5</b> Fill out the collection form</p> 	<p><b>6</b> Fill out the collection label and affix it on the cord blood bag in the mother's presence</p> 
<p><b>7</b> Activate the temperature logger and place it with the cord blood bag in the shipping envelope</p>  	<p><b>8</b> Place the cord blood bag, documents and extra labels in the shipping envelope</p> 	<p><b>9</b> Place the shipping envelope(s) in the shipping box, between the thermoregulator bags</p> 
<p><b>10</b> Affix a label on the shipping form</p> 	<p><b>11</b> Close the shipping box with a tamper-evident seal</p> 	<p><b>12</b> Ship the box to Héma-Québec as soon as possible and document the order number</p>  <p>Account #: 20030903 Web ID: hema05 Password: planete</p> 

If you have any questions, please contact the Hema-Quebec Cord Blood Bank team: 514-832-5000 ext. 6308 or send an email to [marie-claude.chouinard@hema-quebec.qc.ca](mailto:marie-claude.chouinard@hema-quebec.qc.ca)

Reference: PFN-00026

**LIST OF MODIFICATIONS:**

SECTION	MODIFICATIONS	JUSTIFICATION	ORIGIN OF INFORMATION
2	Disinfectant's image update	Disinfectants currently distributed will be replaced by those used on blood drives for puncture site disinfection.	CC-PRB-02167
4	Removal of "gentle"	To prevent blood clot formation in the product.	SPE-01153[4]
7	Replace "in a plastic ziploc bag" by "in the shipping envelope"	The temperature logger was not packaged as described in the document (outside of the plastic bag)	AUD-100379 AEX-2770-EXP

Ref. CFA: OC-08148