



Joan Kirner Women's and Children's Quick Reference Guide

Pneumatic Tube System (PTS) in the JKWC

- A dedicated Pneumatic Tube System (PTS) has been installed throughout the Joan Kirner Women's and Children's (JKWC), with connection to the main Sunshine Hospital (SH) pathology laboratory
- On opening of the JKWC in May, the PTS will be used to transport:
 - Pathology specimens to the laboratory
 - Approved blood products to clinical areas in urgent cases

Who can use the PTS?

- Nursing and Midwifery staff
- Medical staff
- PSA
- Pathology Laboratory staff

Where are the PTS stations located?

- Ground: Pathology Collection rooms
- Level 1: Women's Clinics, in the corridor behind the staff base between Clinic A and Clinic B
- Level 2: Theatre, next to the impress pharmacy
- Level 3: Birthing, opposite the linen store
- Level 5: Newborn Services, opposite the linen store
- Level 6: Paediatrics, opposite the linen store
- Level 7: Women's Ward 7, opposite the linen store
- Level 8: Women's Ward 8, opposite the linen store

What Pathology specimens can be sent to the laboratory via the PTS?

YES	NO
Blood tubes ✓	Bulky items weighing over 1kg, including placentas ✗
Blood culture bottles ✓	Any specimens not secured in a leak proof specimen container ✗
Other bodily fluids/samples ✓	Specimens such as cerebrospinal fluid, where agitation can affect the result ✗
Swabs ✓	Specimens in formalin due to the OHS risk associated with leakage ✗

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What blood products can be sent to the JKWC via the PTS?

- The PTS has been validated for the safe and timely transport of :

JKWC Location	Product
PTS station 5 Level 1 Women's Clinic	<ul style="list-style-type: none">• Rh (D) immunoglobulin
PTS station 6 Level 2 Theatre	<ul style="list-style-type: none">• RBCs x 1 unit and x 2 units• FFP x 1 unit• Platelets x 1
PTS station 7 Level 3 Birthing	<ul style="list-style-type: none">• RBCs x 1 unit and x 2 units• FFP x 1 unit• Platelets x 1
PTS station 8 Level 5 Newborn Services	<ul style="list-style-type: none">• RBCs x 1 unit

- **No** other blood products can be transported via the PTS to the clinical areas listed in the table above
- **No** blood products will be transported via the PTS to any clinical area not listed in the table above
- All blood products not listed in the table above will be issued on a per patient basis and collected in person from the SH pathology laboratory

How do I send via the PTS?

1. Place the canister in the loading port of the station
2. Press 1 – SH Laboratory
3. Press [E] Enter
4. The green light on the panel will indicate the transaction has been accepted
5. Check on the screen that the transaction has been accepted before walking away from the station; it is advised that you remain with the canister until it leaves the station
6. A yellow light on the panel will indicate a canister is on route to your station.
7. Do not remove the canister once the transaction has been accepted. A transaction cannot be cancelled once it has been accepted. Removing a canister once a transaction has been accepted will cause the system to run a flushing cycle in search for the canister. This will disable the system for a period of time until the flushing cycle is complete
8. The PTS will send one canister at a time through the system; if another canister is being transported as you are sending yours, there will be a slight delay
9. Priority is given to canisters transporting urgent blood and blood products to clinical areas
10. It takes approx. one minute for a canister to move through the PTS and arrive at the pathology lab

How do I return canisters to their original station?

- The canister has a microchip in place that is programmed to ensure it is returned to its designated station
 1. Place the canister in the loading port of the station
 2. Press E (Enter)

Please visit the [Policies, Procedures and Forms](#) section of the intranet for the *Pneumatic Tube System Use Procedure* which provides full detail on how staff may safely use the PTS in the JKWC

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