

Criteria for Participating Collection Centers

1.0 General

- The center must be a hospital accredited by one of the following: the Joint Commission on Accreditation of Healthcare Organizations (JCAHO), the American Osteopathic Association Healthcare Facilities Accreditation Program (HFAP), or non-U.S. equivalent.
- The center shall have performed at least four marrow harvest procedures within the previous year and is expected to maintain this level of clinical activity.
- The center should agree in principle to a site visit.
- The center shall have a designated site for management of collection activities.
- The center shall have adequate professional and general liability insurance coverage.
- The center shall comply with appropriate national and international regulations.

2.0 Adequate staffing

- The center must have a qualified medical director who is a licensed physician with adequate training and experience.
 - The center's medical director shall have at least one year experience in the collection procedure.
 - The center's medical director and the physician performing the workup are responsible for reviewing donor medical evaluations and determining risk to patients and donors.
 - The center's medical director and the collection center physician shall be responsible for protecting the safety of the donor, the safety of the collected product(s), as well as for identifying conditions in the donor that may be transmissible by transfusion or transplantation.
- Physicians performing marrow collection shall have performed at least 12 prior collections of marrow for transplantation, with at least four collections in the previous three years.
 - Any person assisting in the marrow collection shall have assisted in at least four prior marrow collections for transplantation.

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- The collection physician shall have documented operating room privileges at the collection center.
- The center shall provide daily and emergency staff coverage.
- The center shall document staff and volunteer training, continuing education, and continued competency for relevant skills.

3.0 Adequate facilities

- The center shall have a fixed physical location with sufficient space for management and collection activities.
- The center shall have a surgical operating room and an intensive care unit.
- The center shall have adequate computer resources for data management, a staffed phone during regular business hours, fax, and e-mail capabilities.

4.0 Collection procedures

- The center shall have a flexible schedule for marrow donations. In general, the donor should be admitted and discharged from the collection center the same day.
- The donor must be evaluated by a physician to determine if he/she is an acceptable candidate. The results of this evaluation shall be reviewed and approved by the Registry's Chief Medical Officer, or designee, prior to final donor clearance.
- Prior to the collection, the center shall verify that the donor has an appropriate amount of autologous red cell units available.
 - A Blood Bank registered by the U.S. Food and Drug Administration (FDA) or non-U.S. equivalent for collection of autologous whole blood units.
- The center shall have irradiated blood components available in the event that the use of allogeneic blood is medically necessary. Allogeneic blood should only be used in situations of unexpected blood loss.
- The collection physician shall be present for the duration of the procedure.

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- The center shall have the ability to monitor marrow cell counts during the marrow collection.
- Anesthesia shall be provided by a licensed, board certified anesthesiologist.

5.0 Post-collection procedures

- The center physician shall determine whether the donor's health is suitable for discharge.
- The center shall provide the donor with post-donation care instructions including contact information.
- The center shall provide 24-hour emergency coverage.

6.0 Written standards

- The center shall maintain written standard operating procedures.
- The center shall have mechanisms in place to protect the privacy of potential donors, donors, and patients.
- The center shall comply with applicable World Marrow Donor Association (WMDA) standards (<http://www.worldmarrow.org/>).
- The collection center shall adhere to the Registry's written standards. Significant changes in personnel, facility or support services shall be reported promptly to the Registry.
- Continued adherence to the Registry's requirements shall be confirmed annually, at a minimum, by collection center.