



Issue of IMP or ATMP Product

Date
BB No

Patient Name
Hospital number
DOB

Product name
Batch number

Request for issue received and checked		
Check Release authorised		
Time needed confirmed with ward		
Dry shipper primed, shipper insert cooled		
Storage temperature graph printed and checked for excursions		
Pharmacy authorisation checked and product issued in iQemo		
“IMP” requested in Synergy and results entered		
Date returned entered in Synergy RATMP record		
Transport, storage and infusion checklist completed		
Contents label for shipper generated by	Checked	
Report and notes label generated from IMP test by	Checked	
Information sheets and sterile zip bag in pouch		
Cells removed from Freezer	Time	by
Patient’s details checked	1)	2)
Batch number/s checked	1)	2)
Dose checked if applicable	1)	2)
Condition Checked	1)	2)
Placed in shipper	Time	by
Shipper label and tag attached	Tag Number	by
Freezer storage record amended on inventory sheet		
Delivered To	by	