



# KENTUCKY BLOOD CENTER

## 2026 ANNUAL PHYSICAL INVENTORY COUNT FORM Instruction Sheet

Please read the instructions prior to completing the 2026 ANNUAL PHYSICAL INVENTORY COUNT FORM. Your assistance is needed to ensure Kentucky Blood Center (KBC) has an accurate count of the components stored at your hospital on Tuesday, June 30, 2026. We would like to receive your count form between the hours of 11pm and 11:30pm on Tuesday, June 30, 2026.

Complete the form as follows:

1. **HOSPITAL NAME:** Clearly print the name of your facility. **COMPLETED BY:** Name of person completing form. **DATE and Time:** date and time form is completed.
2. Complete all sections even if you do not keep that product. Count the components in your inventory by **PRODUCT CODE** and record the numbers in the appropriate columns to the right. The product code is the 5 character "E" code located approximately 6 inches below the unit number. If a product has been modified by your facility (Ex. Thawed) please report the unmodified component.



Kentucky Blood Center, Inc.  
Lexington, KY 40513  
FDA Registration Number 1070402  
US License Number 1936

Properly identify intended recipient.  
See circular of information for indications,  
contraindications, cautions, and methods of infusion.  
This product may transmit infectious agents.  
Rx only

VOLUNTEER DONOR



RED BLOOD CELLS  
ADENINE - SALINE (AS - 1) ADDED  
LEUKOCYTES REDUCED  
From 500 mL CPD Whole Blood  
Store at 1 to 6 C

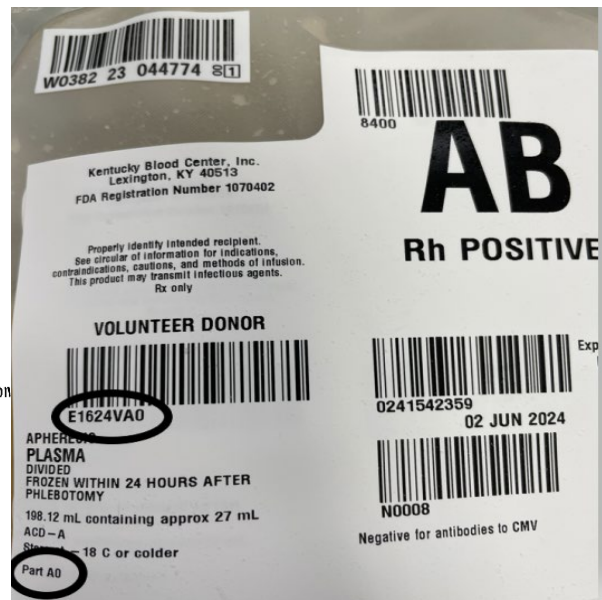


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Rh POSITIVE



Expiration  
Date



**Note:** If you have a component with a Product Code not listed, record the product code in one of the blank spaces in the appropriate category. For units with Division Codes A0, B0, etc. please include in the column for the parent E code.

3. Fax or email the completed 2026 ANNUAL PHYSICAL INVENTORY COUNT FORM to KBC fax number: (859) 277-3005. Please check your fax machine to verify the document successfully transmits to KBC. You may also scan and email to [EOYReport@kybloodcenter.org](mailto:EOYReport@kybloodcenter.org)
4. Keep the original 2026 ANNUAL PHYSICAL INVENTORY COUNT FORM for reference in the event we have additional questions during our final reconciliation.