East Midlands Regional Transfusion Committee

Unconfirmed Minutes of Regional Transfusion Committee Meeting (EM–RTC)
Friday 2nd May 2014
Charnos Hall,
Ilkeston Community Hospital
Heanor Road, Derbyshire DE7 8LN

13.45 – 16.30

Present :

Attendees
Janice Smith    JS Chesterfield Royal
Kate Potter     KP Empath – NUH / UHL
Isaac Wilson-Morkei IWM Kettering
Caroline Lowe   CL Kettering
Jane Walden     JW Kings Mill
Leanne Hostler  LH Kings Mill
Brian Hockley   BH NHSBT
Delia Smith     DS NHSBT
Rob Webster     RW NHSBT
Jo Shorthouse   JSh NHSBT
Lucy Smith      LS Northampton
Louise Allen    LA Nottingham University Hospitals
Pam Wake        PW Nottingham University Hospitals
Hayley Bond     HB Nottingham University Hospitals
Kath Hearnshaw  KH Patient Representative
Ravinder Dosanjh RD Royal Derby
Angela McKernan (Chair) AM Royal Derby
Ant Jackson      AJ United Lincolnshire Hospitals
Fiona Waller     FW University Hospitals Leicester
Marie Browett    MB University Hospitals Leicester
Pavlina Sharp    PS University Hospitals Leicester

Apologies
Nicky Rollings  NR Chesterfield Royal
Virginia Pearson VP Chesterfield Royal
Jayne Sharpe    JyS Kings Mill
Karen Spreckley KS Northampton
Joy Murphy      JM Northampton
Cherry Chang    CC Nottingham University Hospitals
Sandra Dodds    SD Royal Derby
Georgina Gray   GG Royal Derby
Dennis Prangnell DP United Lincolnshire Hospitals
Hafiz Qureshi   HQ University Hospitals Leicester
Malcolm Chambers MC University Hospitals Leicester
James Reid      JR University Hospitals Leicester

In Attendance: Odette Colgrave (OC) RTC Administrator (minutes)
1. Welcome and Apologies

AM welcomed everyone to the meeting. Apologies were received and noted.

2. Minutes of the last RTC Meeting held on 7th February 2014 and matters arising

Spelling errors on Page 3 – ante (anti) and Page 9 – feedback (feedback). Otherwise, minutes confirmed as accurate record. The action table was reviewed and all are on the agenda for discussion.

NHSBT policy for fire drills, DS confirmed that any incidents that occur in hospitals NHSBT do have an internal policy and therefore please refer to the revised minutes dated 7th February 2014 highlighted red.

AM feedback regarding TP training – to take this forward AJ agreed to contact Claire Atterbury. (Please also refer to feedback from NBTC).

Action: AJ to contact Claire Atterbury re TP training
          OC to chase CC regarding the transfer of blood policy document.

Karen Spreckley is now the new National Laboratory Manager’s representative for the EM region.

3. Individual Hospital Transfusion Committee Reports

Jo Shorthouse collated all hospital responses and delivered the results via a presentation.

- pdf version available.

A round the table discussion regarding ongoing concerns regarding patient ID and staff still not asking and also lack of patients with wrist bands. SHOT have amended the foundation course to tackle this matter and re-enforce this concern.

KH suggested there should be a patient area on the website that can have access to patient information leaflets - highlighting the “Do you know who I am?” campaign.

Nurse Authorisation – a 4 day NHSBT course is available at a cost of £100.00 per day and time implications to release staff for this period. Y&H, NE and London RTC’s all run a one day course. If there is enough interest JS would consider running this one day course in the EM region, however the one day course is only an overview.

Action: JSh to circulate the contents of the 4 day vs. the one day authorisation course
4. **Feedback from RTC Task Groups**

4.1 **Audit & Appropriate Usage Task Group**

A draft report following the recent FFP audit has now been completed and BH asked for any ideas for the next regional audit.

Ideas discussed:

- How we train our staff - who we train, how we train them? Quantify the results
- Hazel Tinegate has done a lot of work on WBIT and training around this
- Time of when PCC's are issued - Chesterfield are looking at changing their policy. The pharmacy dept at Royal Derby issue theirs
- New anticoagulants - from a regional point of view - why were they on it - how was it managed etc. What anticoagulants they were on. Was Octaplex successful.

**Action**: AM can devise a form - what to do at pre-op with these patients - what to do with emergency patients

4.2 **Education & Training Group**

Following the annual symposium January 2014 – this event evaluated very well. The only negative was the walking distance between the lecture theatre and restaurant.

The theme for the next symposium has been discussed and will be on transfusion - the 3 R's - Risks Reactions and Reporting.

Any ideas for topics/speakers to be sent to JS/OC

4.3 **Newsletter**

JS/OC to review the last newsletter and update / publish on the website. OC will send the link.

**Action**: JSh/OC to update and publish No 19

4.4 **Patient Blood Management Group**

There were no representatives to discuss this item.

5. **KPI's**

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RTC Draft Minutes
02.05.2014
6. Feedback from RTC associated groups and circulated papers

6.1 Feedback from EM Transfusion Practitioner's Group

The last TP days were split into 2 days. Kairen Coffey delivered both TP development days and the feedback was very good. The next TP meeting is being held on 27th June 2014 at Royal Derby Hospital. Topics: Nurse Authorisation; training; all to share what they use for their training materials / aids etc.

6.2 Feedback from NBTC / RTC Chair’s Meeting – 17th March 2014

7. Regional transfer of blood policy

CC was not present therefore this agenda item was not covered.

8. AOB

KH – thanked the RTC for her invitation to this meeting and asked if anyone had any ideas on how she can contribute to these meetings as the patient representative.

Action: OC to contact RG to find out what other patient representatives do.

Dr I Wilson–Morkeh, Kettering - interested in platelet wastage and queried regarding sites who are further away i.e. Oxford - could they have an extended shelf life for platelets to reduce their wastage. DS confirmed they should receive at least with 6 hours shelf life unless a telephone call has been made from NHSBT. Some hospitals share their platelets - however this would need to be set up between hospitals. NHSBT cannot get involved, however United Lincolnshire Hospitals already do this via pathlinks.

LS asked the members regarding nurses taking blood - what do you do with the nurses who are not adhering to special requirements i.e. Irradiated. Some rely upon flags on the system or on the patient records. Some have tick boxes on the request form under special requirements - on the request form they have the list of criteria under special requirements.

Action: JS agreed to share policy on unknown patients who are coming into hospital.

Action: All - If you use probes to validate boxes - please advise which ones you use and send an email to JW.
9. Dates & Venues for future RTC meetings 2014

- Tuesday 14th October 2014 - Charnwood Mill, Barrow-on-Soar

RTC – Action list

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<thead>
<tr>
<th>Item No</th>
<th>Action</th>
<th>By Whom</th>
<th>Completion</th>
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<tbody>
<tr>
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<td>AJ to contact Claire Atterbury re TP training Chase CC regarding the transfer of blood policy document</td>
<td>AJ</td>
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