

Confirmed  
**NORTH EAST REGIONAL TRANSFUSION COMMITTEE**

Regional Transfusion Team Meeting

Monday 4<sup>th</sup> May 2020

Present

- Aimi Baird (AB)
- Carolyn Carveth-Marshall (CCM)
- Andrew Charlton (AC)
- Robin Coupe (RC)
- Allistair Dodds (AD) - chair
- David Hay (DH)
- Alison Muir (AM)
- Janice Robertson (JR) – minutes
- Jo Shorthouse (JS)
- Karen Ward (KW)

Item		Action
1.	<p><b>Minutes of previous meeting 05.03.2020</b></p> <ul style="list-style-type: none"> <li>• Minutes were agreed as true record. Post on website as “Confirmed”.</li> </ul> <p><b>Matters arising</b></p> <ul style="list-style-type: none"> <li>• David Hay, ST6, Anaesthetics at Sunderland Trust, has agreed to join us as the trainee representative for the group.</li> <li>• Louise Sherliker advised that the recruitment process for the PBMP has been paused. This is due to the situation with Covid – 19 and not wanting to move senior skilled nurses/scientists from front line roles, coupled with the challenges that recruitment brings at this time. The recruitment process will resume as soon as we are in a position to do so. Interim remote support to the NE will be provided by Jo Shorthouse.</li> </ul>	JR
2.	<p><b>RTC Matters</b></p> <p><b>RTT/RTC Terms of reference</b></p> <ul style="list-style-type: none"> <li>• AD has suggested an amendment to ensure group remains quorate, add ‘a deputy should be nominated’. NBTC agreed in principal, will update when ratified.</li> </ul> <p><b>RTC meeting 04.03.20</b></p> <ul style="list-style-type: none"> <li>• Minutes to be circulated to RTC members.</li> </ul> <p><b>RTC meetings 03.06.20 and 04.11.20</b></p> <ul style="list-style-type: none"> <li>• June meeting to be cancelled due to Covid 19 restrictions. Advise membership and update the website.</li> <li>• The lecture theatre is unavailable until the end of the year as it has been booked for use as an extension of the donor suite for collection of convalescent plasma. Book a room in Sunderland Trust for the RTC meeting on 4<sup>th</sup> November 2020.</li> </ul>	<p>AD</p> <p>JR</p> <p>JR</p> <p>AD</p>
3.	<p><b>Education</b></p> <ul style="list-style-type: none"> <li>• <b>RTC study day</b> <ul style="list-style-type: none"> <li>• Meeting to follow</li> </ul> </li> <li>• <b>Non-Medical Authorisation of Blood Components</b></li> </ul>	



8.	<b>Supply challenges</b> <ul style="list-style-type: none"> <li>Survey to re-examine the data relating to O D neg units being cross transfused to prevent time expiry, going ahead.</li> </ul>	
9.	<b>AOB</b> <ul style="list-style-type: none"> <li>Review of the 'Procedure for the Transfer of Blood Components Between Hospitals'.</li> <li>Draft a reminder re: Blood Shortage Plan and circulate to RTC members</li> <li>Questionnaire on 'Matching blood stocks to Surgical activity following improved control of Covid 19 epidemic'.</li> </ul> <p>Response received from Northumbria. Sunderland and South Tees have forwarded to senior executive. Collate responses when received and forward to group.</p>	KW  AC  JR/AD
10.	<b>Date and time of next meeting.</b> <ul style="list-style-type: none"> <li>10am Monday 8<sup>th</sup> June 2020.</li> </ul>	