

## RTC Board Meeting - Wednesday 05 November 2019

### Birmingham Hippodrome Conference Centre

*Hurst Street, Birmingham, B2 4DU (Room 2 - 15.30 – 17.00)*

#### Present:

Dr Falguni Choksey (FC)	Chair, University Hospital Coventry & Warwickshire NHS Trust
Dr Chris Newson (CN)	Vice Chair, Walsall Hospital NHS Trust
Dr Craig Taylor (CT)	Vice Chair, Dudley Group
Stuart Archer (SA)	Worcester Acute Hospitals NHS Trust
Suzy Biggs (SB)	NHSBT, RTC Administrator
Maxine Boyd (MBo)	The Royal Wolverhampton NHS Trust
Mary Blanton (MBI)	The Royal Wolverhampton NHS Trust
Tracy Clarke (TC)	Wye Valley Trust (Hereford) NHS Trust
Debra Clinton (DC)	Worcester Acute Hospitals NHS Trust
Richard Cole (RC)	Birmingham Women's & Children's NHS Foundation Trust
Mandeep Dhanda (MD)	Walsall Hospital NHS Trust
Jane Graham (JG)	North Midlands Trust
Dr James Holbrook (JB)	University of Derby & Burton Hospitals NHS Foundation Trust
Mike Herbert (MH)	The Royal Wolverhampton NHS Trust
Cathy Lim (CL)	NHSBT, Customer Service Manager
Dr Matthew Lumley (ML)	Heart of England NHS Foundation Trust
Dr Suzy Morton (SM)	NHSBT, Consultant in Transfusion
Angela Sherwood (AS)	NHSBT, PBM Practitioner
Caroline Tuckwell (CMT)	Dudley Group
Tina Taylor (TT)	, University Hospital Coventry & Warwickshire NHS Trust

#### Apologies:

Dr George Cherian (GC)	Shrewsbury & Telford NHS Trust
Sarah Crawford (SC)	Shrewsbury & Telford NHS Trust
Brian Hockley (BH)	NHSBT, Audit Manager
Dr Ismail Hussain	

(IH) Birmingham Women's Hospital NHS Trust

#### 1. Welcome and Apologies

The Chairman welcomed everyone to the meeting and introductions were made around the table. Persons listed above had sent their apologies prior to the meeting.

#### 2. Minutes & Action plan

- Next TP Conference to be held on 13/05/20 at Walsall Manor Hospital – title tbc. A TP Organising Group had been set up and has met several times already to arrange speakers etc. A flyer will be sent out in January 2020. **Action: SB**
- Associate nursing role has appeared in lots of trusts with varying degrees of responsibility. This has been added to the next TP agenda and all regions are looking at how each role compares in each trust. FC will also ask at the next Chairs meeting in March for feedback on the variety of administration of transfusion, with this role. **Action: FC**
  - Dashboard for attendance – MB to send to SB to share with the group. **Action: MBo**

Minutes accepted as a true copy.

Action plan from previous meetings updated

### 3. NBTC EWG and RTC Chair's Meeting

Dr Choksey has provided details from the meeting below:-

- FC has asked for the minutes from the RTC meetings to be sent out in a more-timely manner.
- SB to circulate new terms of reference for RTC meetings. **Action: SB**
- There will be a SaBTO review on Consent (Charlie Baker and Andrea Harris will be working on this)
- Jon Wallis has now retired as NBTC chair

Notes from NBTC meeting shown below: -

- It was acknowledged that many RTCs are struggling with getting adequate attendance of the members - causes in general are time pressure, distance from the venue and workload. Some RTCs now hold a skype meeting which has been successful in engaging the membership. Telecom was less useful as it was felt that too many people lead to confusion.
  - The membership of RTT was discussed - it was agreed that there should be up-to 3 lab managers and TP from within the region.
  - North East RTT meets every 6 weeks and RTC every 4 months.
  - Nation Transfusion Practitioner Network TOR were discussed.
- A) Training delivery remains a challenge in most trusts, many are developing e-learning modules, Washing line Game tool kit developed in East Midlands by the TP group for the FY trainees.
- Yorkshire and Humber run 3-4 NMA courses in a year.
  - The Southwest RTC are developing a business case for pre-optimization of Hb for the private sector
  - East Anglia have a collaborative project between blood donation staff and lab staff to improve understanding of each other's role.
  - NHSBT are offering a free workshop on blood stock management for the region, if a trust from the region are willing to host the event -Mathew Bent is leading the project: Requirements - ICT suite for computer and internet access -Yorkshire did host but IT problems encountered: Firewalls of the IT system may prevent access to the data.
- B) NHSBT were requested to provide the CMV Neg component data to understand the annual cost, especially important for the tertiary centres.
- C) Role of Nurse Associate in transfusion: The NBTC as such do not have a position on it.; the representative with RCN suggested that they had not envisaged a role for associate nurse in transfusion. This needs further clarification as other members attending had heard of plans to extend their role in transfusion in various Trusts- though no one had any direct experience of it.
- D) There was discussion on PBM survey – the WM region had poor participation, all 3 major hospitals didn't take part.
- E) **SaBTO recommends** that the current risk reduction measures of the provision of imported plasma and apheresis platelets for individuals born on or after 1st January 1996 or with TTP be withdrawn. This has been accepted by the Dept of Health. However, NHSBT will inform later in the year regarding the change of practice date.

### 4. Patient Blood Management: Updates

- Non- Medical Authorisation Blood Course – AS reported that there would be more courses to be run in 2020 and further details will follow.
- PBM survey results were released and it is possible to view individual hospital results by logging in, please look at the recommendations.
- PBM Survey was not completed by UHB/UHCW/UHNM
- O- demand has increased and NHSBT are addressing this through a number of means.
- PBM team are looking at the high O- users and supporting the reduction of usage and wastage.
- BSMS are offering half day workshops – AS to speak to Matt Bend to gather more information.



WM RTC slides.pdf

## 5. Audit Updates:

- Delayed transfusion - being created and shared with RTC audit for comments then would be sent to RTC. JB had presented this at the audit meeting in October 2019, further changes to be made to both the Organisational and Episode questions. Aim to send out in January 2020.
- MSBOS Survey discussed with the Audit group. SB has sent out an email to HTT on SM's behalf for feedback from all trusts. Should EI be considered as a question for this survey?
- Phlebotomy services -CT has sent a small survey to regional TPs (only 3 responses so far).
- RHH asked about e-phlebotomy and whether hospitals have experienced any issues with this and how it has been implemented in other hospitals.

## 6. Updates and Issues from Regional Groups:

### A - Transfusion Practitioners

- Next TP conference is in May 2020. There is a working group arranging speakers etc
- The next National TP telecon on 18<sup>th</sup> November.
- The National TP conference is being held on 29<sup>th</sup> January 2020 at Kings College London. The discussions will include physicians associate roles, nurse associate roles and managing a never event.
- The terms of reference have been updated for the region for TP meetings.
- Hospitals prioritise transfusion training of clinical staff differently, some hospitals have an hour of transfusion training at junior doctor induction whilst others have to try and incorporate it into mandatory training.

### B - Laboratory Managers Group

- The next meeting is on Wednesday 11<sup>th</sup> December 2019 at BNS.
- There are staffing issues being experienced across the region.
- Band 7s are reluctant to become lab managers due to the intensity of the workload.
- MHRA are running a training day in London.

### C Cell Salvage Group

- BBTS poster – was successfully submitted.
- WhatsApp group continues to be successful.

## 07. NHSBT Updates:

- RTC Budget - AS confirmed that once again the WM region were in credit following the RTC event and wanted to confirm whether we are able to spend in other areas' (ie. educational books, stationery, etc) and will confirm with Sarah Harris.  
**Action: SB**
- New SABTO recommendations regarding use of non-UK plasma products and apheresis platelets for paediatrics has been approved by the department of health. NHSBT released a statement asking for hospitals not to change their procedures at this time to allow for NHSBT to input the correct infrastructure to support demand.

- A Survey was sent out previously to the RTC group members regarding attendance at the RTC meetings. The survey promoted discussion around future business meetings. Many common themes came up ie: timing of the meeting due to clinical commitments/meeting venue.
- It was discussed about using the lunch hour for holding a quick Business Meeting at one of our future events. Some worried this would prevent them from not being able to visit sponsors and communicate with others.
- Other suggestion was to move the whole agenda forward by an hour so that the business meeting would finish half an hour early too. If the minutes and updated action log were sent out more in advance, then these could be agreed beforehand and therefore the business meeting would be shorter.
- AS and SB to monitor how long it takes for minutes to be released following a meeting.
- Others suggested introducing Skype meetings but other worried it was a bit impersonal.
- Venues suggested in the Birmingham region were “The studio” in Cannon Street and the “Old Joint Stock” which had meeting rooms. SB will investigate for next year.
- All to let SB know of any venue suggestions/SB to start researching venue locations.
- Hospitals would like the venue location to remain in the centre of Birmingham to encourage attendance as it is easier for hospitals across the region to get to.
- Could provide “goody bags” to help draw in a crowd.
- FC could write a letter to the CEOs of poor attending hospitals to encourage attendance.
- Could ask hospitals to submit a single slide to report on anything transfusion related within their Trust.
- Encourage hospitals to send deputies if necessary.

**09. Any Other Business:**

None raised.

**10. Date of next meeting:**

- Next RTC Conference and Business Meeting – needs to be arranged for June/July 2020 and RTC Autumn conference.

SB to speak to trusts for hospital meeting rooms **Action: SB**