

Confirmed minutes

# Regional Transfusion Team Meeting

10<sup>th</sup> January 2022  
Via Microsoft Teams

## Present

- |  |                   |
|--|-------------------|
| • Aimi Baird (AB)                        | Newcastle         |
| • Deborah Booth (DB)                     | NHSBT             |
| • Carolyn Carveth-Marshall (CCM)         | South Tees        |
| • Andrew Charlton (AC)                   | Newcastle / NHSBT |
| • Robin Coupe (RC)                       | NHSBT             |
| • Catrina Ivel (CI)                      | York              |
| • Marina Karakantza (MK)                 | Leeds / NHSBT     |
| • Michelle Lake (ML)                     | Huddersfield      |
| • Charlotte Longhorn (CL)                | NHSBT             |
| • Ric Procter (RP) – <b>co-chair</b>     | South Tees        |
| • Janice Robertson (JR) – <b>minutes</b> | NHSBT             |
| • Delia Smith (DS)                       | NHSBT             |
| • Youssef Sorour (YS) – <b>co-chair</b>  | Barnsley          |
| • Brian Taylor (BT)                      | Sheffield         |
| • Karen Ward (KW)                        | Northumbria       |

## Apologies

- |                     |           |
|---------------------|-----------|
| • Sarah Dawson (SD) | Newcastle |
| • Alison Muir (AM)  | Newcastle |

<b>1.</b>	<b>RTT matters</b>
1.1	<p>Minutes of previous meetings</p> <ul style="list-style-type: none"> <li>• North East 01.09.21 Accepted as a true record. All actions completed / included in agenda for current meeting.</li> <li>• Yorkshire 13.12.21 Accepted as a true record. All actions completed / included in agenda for current meeting.</li> </ul> <p><b>Action:</b> JR to post minutes onto the RTC websites</p>
1.2	<p><b>Membership</b></p> <ul style="list-style-type: none"> <li>• Remain as existing membership, to be reviewed on a two-year basis as per terms of reference.</li> <li>• Aim for primary representative plus deputy for each of the following: <ul style="list-style-type: none"> <li>• Co-chairs</li> <li>• Blood Centre User groups</li> <li>• Transfusion Practitioners group</li> <li>• National laboratory managers group</li> <li>• Customer services</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• PBM</li> <li>• Consultant Haematologists</li> <li>• Medical Trainee</li> <li>• Patient representative</li> </ul> <p><b>Action:</b> CL to send communication clarifying RTC format and working groups, to RTC members</p>
<b>2.</b>	<b>RTC matters</b>
2.1	<p>Matters arising from previous RTC meetings</p> <ul style="list-style-type: none"> <li>• North East In the North East, higher, rotating trainees or foundation all now come under Health Education North East (HENE) and are exposed to the same mandatory learning platform. It would be beneficial to have input into the module as it is missing items that it would be useful to update on. RC has contacted HENE to request input into the learning platform but has had no response to date. CI advised that she has a contact. <b>Action:</b> RP to forward a list of items to be included in the module to CI <b>Action:</b> CI to contact Andy Blackmore. <b>Action:</b> CI to confirm if Yorkshire deanery will be following the same format</li> <li>• Yorkshire Presentation on O D Pos to Males in Trauma <b>Action:</b> YS to escalate concerns raised by group on to RTC chairs / NBTC meeting in March 2022.</li> </ul>
2.2	<p><b>Format of future meetings</b></p> <ul style="list-style-type: none"> <li>• RTC 3 half day meetings per year (2 virtual, 1 face to face) to be held in March, June and November.</li> <li>• RTT 3 meetings per year (virtual) to be held in January, May and September.</li> </ul>
2.3	<p>RTC Meeting - March</p> <ul style="list-style-type: none"> <li>• Date 9<sup>th</sup> March 2022</li> <li>• Agenda Presentation on Thrombotic Thrombocytopenic Purpura <b>Action:</b> YS to forward Joost van Veen contact details to CL. <b>Action:</b> CL to contact Joost van Veen Presentation on Hearn Match <b>Action:</b> CL to contact Sara Trompeter If either of the above are not available, consider Overview of Clinical Scientist Roles (RCI) <b>Action:</b> JR to update agenda as per discussions</li> <li>• HTC report <b>Action:</b> JR to update as per discussions. <b>Action:</b> JR to circulate to HTC's this week, requesting completion by 18<sup>th</sup> February. Include private hospitals not affiliated with Trusts.</li> </ul>

<b>3.</b>	<b>Education</b>
3.1	Working group - RTT Yorkshire Education group to be disbanded
3.2	Annual study day Suggested date – November 2022 Discuss further at next RTT meeting
3.3	NBTC study day Date: End of June 2022. 1 hour session (virtual) Topic: Organox and Liver Transplant CL to lead on the event
3.4	NMA CI has contacted delegates of previous NMA events to confirm how many have proceeded to complete portfolios and are now authorising blood components. <b>Action:</b> CI to report back at next meeting.
<b>4.</b>	<b>Audit / Survey</b>
	<ul style="list-style-type: none"> <li>Blood Use in Obstetrics survey <b>Action:</b> RP to attempt to recruit an obstetrician for input into report</li> </ul>
<b>5.</b>	<b>Website / Twitter</b>
	<ul style="list-style-type: none"> <li>Issues with JPAC website mean that pages will stay separate for the moment. <b>Action:</b> CL to investigate when new (joint) page will be available <b>Action:</b> Group to review pages and advise JR of any comments / amendments. <a href="https://www.transfusionguidelines.org/uk-transfusion-committees/regional-transfusion-committees/north-east">https://www.transfusionguidelines.org/uk-transfusion-committees/regional-transfusion-committees/north-east</a> <a href="https://www.transfusionguidelines.org/uk-transfusion-committees/regional-transfusion-committees/yorkshire-humber">https://www.transfusionguidelines.org/uk-transfusion-committees/regional-transfusion-committees/yorkshire-humber</a></li> <li>CL leading on regions twitter account <b>Action:</b> CL to hand over log in access details to YS/RP prior to maternity leave.</li> </ul>
<b>6.</b>	<b>Budget</b>
	<b>Balance:</b> <ul style="list-style-type: none"> <li>North East £1310.24</li> <li>Yorkshire £1383.60</li> <li>Offer of funding for the delegate fee to attend BGS Transfusion 2022, 25th-27th April 2022, circulated to RTC members. Cost of package £495.</li> </ul>
<b>7.</b>	<b>Quality Improvement Projects / Alignment of Policies</b>
	<ul style="list-style-type: none"> <li>Major Haemorrhage Policy RP looking at offline</li> </ul>
<b>8.</b>	<b>Project plan</b>
	<ul style="list-style-type: none"> <li>Group felt that the information included is addressed in other pathways. <b>Action:</b> JR to remove from website and future agendas</li> </ul>
<b>9.</b>	<b>A.O.B.</b>

	<ul style="list-style-type: none"> <li>PBM overview, group felt this would be a useful item. To be led by RP during CL absence. <b>Action:</b> JR to add to agenda for next meeting</li> <li>Logo: group agreed to use the logo as per our twitter account.</li> </ul>
<b>10.</b>	<b>Date of next meeting</b>
	<ul style="list-style-type: none"> <li>8<sup>th</sup> June 2022</li> <li>2nd November 2022</li> </ul>

## RTT Action List

Item No	Action	By Whom
1.1	Post minutes onto the RTC website	JR
1.2	Send communication clarifying RTC format and working groups, to RTC members	CL
2.1	Forward a list of items to be included in the HENE mandatory learning module to CI	RP
2.1	Contact Andy Blackmore re: items to be included in the HENE mandatory learning module	CI
2.1	Confirm if Yorkshire deanery will be following the same format as HENE mandatory learning	CI
2.1	Escalate concerns raised by group on O D Pos to Males in Trauma, to RTC chairs / NBTC meeting in March 2022.	YS
2.3	Forward Joost van Veen contact details to CL	YS
2.3	Request Joost van Veen give a Presentation on Thrombotic Thrombocytopenic Purpura at March RTC meeting	CL
2.3	Request Sara Trompeter give a presentation on Heam Match at March RTC meeting	CL
2.3	Update agenda as per discussions	JR
2.3	Update HTC report as per discussions	JR

2.3	Circulate HTC report by 14 <sup>th</sup> January, requesting completion by 18 <sup>th</sup> February. Include private hospitals not affiliated with Trusts.	JR
3.4	Confirm number of NMA delegates that have proceeded to complete portfolios and are now authorising blood components.	CI
4.0	Attempt to recruit an obstetrician for input into 'Blood Use in Obstetrics survey' report	RP
5.0	Investigate when new (joint) page will be available on JPAC website	CL
5.0	Review current website pages and advise JR of any comments / amendments. <a href="https://www.transfusionguidelines.org/uk-transfusion-committees/regional-transfusion-committees/north-east">https://www.transfusionguidelines.org/uk-transfusion-committees/regional-transfusion-committees/north-east</a> <a href="https://www.transfusionguidelines.org/uk-transfusion-committees/regional-transfusion-committees/yorkshire-humber">https://www.transfusionguidelines.org/uk-transfusion-committees/regional-transfusion-committees/yorkshire-humber</a>	All
5.0	Hand over Twitter log in access details to YS/RP prior to maternity leave.	CL
8.0	Remove 'Project Plan' from website and future agendas	JR
9.0	Add 'PBM overview' to agenda for next meeting	JR