

**Confirmed MINUTES OF THE REGIONAL TRANSFUSION TEAM MEETING  
SOUTH EAST COAST**

**11th July 2012  
By Teleconference**

**Present:**

P Larcombe, Chair (PL)		R Whitmore, Treasurer (RW)	
RTT Members:			
J Dalton, Maidstone Hospital (JD)		L Delieu, DVH (LD)	A Dhesi, NHSBT (AD)
R Goddard, QEQM Margate RG)		R O'Donnell, St Richard's (RO)	M Robinson, Worthing (MRob)
M Rowley, NHSBT (MRow)			
1.	Apologies : <div>R Ezekwesili, DVH (RE) A Green, EKHT (AG)</div> <div>R Rook, East Surrey (RR) E Whitmore, Secretary (EW)</div>		
2.	<u>Welcome and Introduction</u>		Action
2.1	PL welcomed members to the teleconference.		
3.	<u>Minutes of the Previous Meeting &amp; Matters Arising</u>		
3.1	The minutes of the previous meeting were reviewed and agreed.		
4.	<u>Working Groups: Update</u>		RO  PL
4.1	<u>BMS Empowerment – Pathology Networks</u> RO reported that she had contacted Emily Carpenter who was keen to participate in the working group. RO further reported that she had had some difficulty adapting her proposed questionnaires to the Survey Monkey format. Following discussion, it was agreed that she should forward the raw data to MS to see it the issue could be resolved. It was also agreed that PL would send his medical students' questionnaire to RO. <b>ACTION: RO to forward questionnaire data to MS for conversion to Survey Monkey format.</b> <b>ACTION: PL to forward medical students' questionnaire to RO</b>		
4.2	<u>Platelets – Triggers &amp; Increased Usage</u> BG reported that 2 versions of the working group questionnaire had been created, one with and one without a paediatric section. Following discussions it was agreed that the paediatric section should be retained and that the document should be circulated to HTTs and HTC Chairs, with the request that they discuss the questionnaire and feed back their comments. <b>ACTION: MS to circulate the paediatric version of the questionnaire to HTTs and HTC Chairs for their comments.</b>		
4.3	<u>Standardization of Request Forms</u> MRob reported that the working group (WG) had sifted information/comments received		MS

	from the region and had created a rough draft format using the Northern Ireland request form as a model. MRob gave a verbal outline of the likely content of the new form and noted that the WG was now seeking a printing company to produce a first draft for wider circulation & comment. MRob agreed to forward a copy of his working draft to RTT members for comment.	
4.4	<p>MRow queried how the new standardized system might work for situations where the request was not associated with a sample, e.g. where information was conveyed verbally by telephone as currently, different laboratories had different ways of responding to these situations. RW referred to new BCSH guidelines on crossmatching due to be issued soon; MRob noted that anecdotal evidence suggested that the form would be in line with any new guidance.</p> <p><b><u>ACTION:</u> MRob to circulate working draft of standard request form to RTT members.</b></p>	MRob
4.5	<p><b><u>BBT – HSC Survey &amp; TP Survey</u></b></p> <p>AD had prepared an overview of the results of the 2010 NBTC Survey of Better Blood Transfusion HSC 2007/001, Safe &amp; Appropriate Use Of Blood showing how SEC region percentages compared to the National picture. Members were asked to consider how the region could improve in those areas where the SEC results dipped below National figures. Time constraints prevented a discussion on the whole content of the document but areas mentioned included, Patient Representation, Dedicated sessions for lead Consultants for transfusion and Nurse Prescribing of Blood. Members were asked to review the document and feed back comments to AD.</p> <p><b><u>ACTION:</u> All to review the HSC Survey document and feedback comments to AD</b></p> <p><b><u>ACTION:</u> LD/AD to hold further discussions on Nurse Authorisation of Blood Components and consider the possibility of SEC taking this forward.</b></p>	ALL AD/LD
4.6	<p>AD noted that action on the TP survey would be taken forward via the TP Group</p> <p><b><u>ACTION:</u> AG to take forward TP Survey at TP Group.</b></p>	AG
4.7	<p><b><u>‘Who Am I?’ Patient Safety SHOT Recommendations</u></b></p> <p>LD suggested an offline discussion with AD to determine how to proceed with this as on a regional /local level there was nothing new to report, although nationally the PIWG had an ongoing initiative based on the SEC model.</p> <p><b><u>ACTION:</u> AD/LD to discuss the conclusion/way forward for the ‘Who Am I?’ campaign</b></p>	AD/LD
4.8	<p><b><u>Doctors’ Transfusion Training, Competencies &amp; Knowledge</u></b></p> <p>PL reported addressing final year medical students and testing their transfusion knowledge via a questionnaire. He agreed to share the results with the region.</p> <p><b><u>ACTION:</u> PL to provide medical students’ questionnaire results to RTT and agree a way forward for the region.</b></p>	PL
4.9	<p><b><u>Cell Salvage Usage Training</u></b></p> <p>Action on this would begin shortly.</p>	
4.10	<p><b><u>Platelets Initiative</u></b></p> <p>The platelet initiative undertaken at BSUH by Emily Budge (EB) had been completed. It was noted that the outcome mirrored the national results. EB would be asked to present the results to the region in due course.</p>	
5	<b><u>HTC Chairs Event</u></b>	
5.1	<p>Due to time constraints, AD and PL agreed to hold a discussion off line following AD’s drafting of an agenda for PL to review. It was expected that topics from the HSC Survey and HTC Chairs survey would be included in the final draft.</p> <p><b><u>ACTION:</u> AD &amp; PL to discuss agenda topics for the HTC Chairs event by telephone</b></p>	AD/PL

	<b>on Tuesday 17<sup>th</sup> July</b>	
<b>6</b>	<b><u>TP Education Event 8<sup>th</sup> November</u></b>	
6.1	It was noted that several speakers had yet to confirm their attendance officially, although most had given verbal agreement to speak. PL agreed to cover the slot on the challenges of setting up cell salvage.	
<b>7</b>	<b><u>Patient Blood Management</u></b>	
7.1	MRob gave a brief overview of the Patient Blood Management meeting he attended on behalf of the region on 18th June. Themes explored included minimizing transfusion scenarios by proactive forward planning, making patients 'fit' for surgery, use of IV iron regardless of Hb level and the use of tranexamic acid prophylactically.	
7.2	<p>MRow noted 3 outputs from the event:</p> <ul style="list-style-type: none"> <li>➤ A summary of the discussion and presentations in a published article</li> <li>➤ A toolkit, driven by BBT team</li> <li>➤ Roll out events, nationally</li> </ul>	
7.3	<p>AD noted the timetable for regional roll out; East of England in December, London on 13<sup>th</sup> September and suggested the SEC region might want to join with London and attend the September roll out as a joint venture. Both PL and MRob had prior commitments on 13<sup>th</sup> September, but it was agreed that PL &amp; AD would discuss a way forward in more detail in their telephone conversation next Tuesday 17<sup>th</sup> July. RTT members able to attend on the day were RO, RG and LD.</p> <p><b><u>ACTION:</u> PL &amp; AD to discuss approach to Patient Blood Management at telephone meeting on Tuesday 17<sup>th</sup> July.</b></p> <p><b><u>ACTION:</u> AD to inform MRob of details of PBM planning telecon</b></p>	<p><b>PL / AD</b></p> <p><b>AD</b></p>
<b>8</b>	<b><u>Budget Projection</u></b>	
8.1	Members noted the content of the budget projection; sponsor numbers for both events were increasing and regional events were currently on track to be delivered within budget.	
<b>9</b>	<b><u>AOB</u></b>	
9.1	RW felt strongly that joining with the London region for the Patient Blood Management rollout would be the best course of action.	
9.2	In response to a query from LD regarding seconded replacements for absent TPs, AD reported that interviews had recently been held and he would circulate an email once appointments had been confirmed.	
<b>10</b>	<b><u>Closing Remarks &amp; Future Meeting Dates</u></b>	
10.1	PL closed the meeting and thanked members for attending.	

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	<b><u>SUMMARY OF ACTION POINTS</u></b>	
4.1	<u>BMS Empowerment – Pathology Networks</u> <b>RO to forward BMS empowerment questionnaire data to MS for conversion to Survey Monkey format.</b>  <b>PL to forward medical students’ questionnaire to RO</b>	<b>RO</b>  <b>PL</b>
4.2	<u>Platelets – Triggers &amp; Increased Usage</u> <b>MS to circulate the Paediatric version of the questionnaire to HTTs and HTC Chairs for their comments.</b>	<b>MS</b>
4.4	<u>Standardization of Request Forms</u> <b>MRob to circulate working draft of standard request form to RTT members.</b>	<b>MRob</b>
4.5	<u>BBT – HSC Survey &amp; TP Survey</u> <b>All to review the HSC Survey document and feedback comments to AD</b>  <b>LD/AD to hold further discussions on Nurse Authorisation of Blood Components and consider the possibility of SEC taking this forward.</b>	<b>ALL</b>  <b>AD/LD</b>
4.6	<b>AG to take forward TP Survey at TP Group</b>	<b>AG</b>
4.7	<u>‘Who Am I?’ Patient Safety SHOT Recommendations</u> <b>AD/LD to discuss the conclusion/way forward for the ‘Who Am I?’ campaign</b>	<b>AD/LD</b>
4.8	<u>Doctors’ Transfusion Training, Competencies &amp; Knowledge</u> <b>PL to provide medical students’ questionnaire results for circulation to the RTT and agree a way forward for the region.</b>	<b>PL</b>
5.1	<b><u>HTC Chairs Event</u></b> <b>AD &amp; PL to discuss agenda topics for the HTC Chairs event by telephone on Tuesday 17<sup>th</sup> July</b>	<b>AD/PL</b>
7.3	<b><u>Patient Blood Management</u></b> <b>PL &amp; AD to discuss approach to Patient Blood Management at telephone meeting on Tuesday 17<sup>th</sup> July.</b>  <b>AD to inform MRob of details of PBM planning telecon</b>	<b>AD/PL</b>  <b>AD</b>