

Confirmed Minutes
NW RTC incorporating North Wales
HL & RTC Chair's Meeting
Venue: Manchester Blood Centre
Date: Monday 15th July 2013, 14:00hrs

Attendees

Mike Desmond (MD)
 Jayne Addison (JA)
 Tony Davies (TD)

Chair, Liverpool Heart & Chest Hospital
 PBM Practitioner, NHSBT Liverpool
 PBM Practitioner, NHSBT Manchester

Minutes

Jane Murphy (JM)

RTC Administrator

Apologies

Christine Gallagher (CG)
 Kate Pendry (KP)

CSM, NHSBT Manchester
 Consultant Haematologist, NHSBT Manchester

Actions

Item no.	Original Meeting Date	Action	Owner	Status
2	15/07/2013	Minutes of last meeting to be updated and changed to 'confirmed' on the website	JM	Completed
3 (6)	20/05/2013	Feedback on changing frequency of RTC meetings/ events to be requested at next RTC meeting in Oct (evaluation forms)	JM	Ongoing
4	15/07/2013	Flyer to be updated with agreed changes	JM	Completed
4	15/07/2013	Flyer to be distributed via normal channels	JM	Completed
4	15/07/2013	Final speaker for education event, Paul Baine to be contacted by MD on Thursday 18 th July 2013	MD	Completed
4	15/07/2013	Draft programme to be updated and sent to Chairs' of Education Event	JM	Completed
4	15/07/2013	MD to ask Rebecca Gerrard about sponsorship for RTC Events.	MD	Completed
4	15/07/2013	JM to contact sponsorship companies for Education Event week commencing 22 nd July 2013	JM	Completed

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1	Welcome & Apologies	
	Mike welcomed everyone to the meeting and thanked everyone for attending.	
2	Minutes of HL & RTC Chair's Meeting 20th July 2013	
	The minutes of the last meeting were reviewed.	
	Action: JM to update and change to 'confirmed' on website.	JM
3	Matters Arising and Current Action List	
	3 (6): Feedback on changing frequency of RTC meetings/ events to be requested at next RTC meeting in October 2013.	
	Action: To include on evaluation forms for delegates.	JM
	All other actions complete.	
4	NW RTC Education Event 'Are We Nearly There Yet?' 14th October 2013	
	Flyer confirmed - to be updated with changes and then distributed via normal channels.	
	Action: JM to update flyer with changes.	JM
	Action: JM to distribute flyer via normal channels.	JM
	<u>Speakers</u>	
	Awaiting confirmation from final speaker, Paul Baine – 'Consent for Blood Transfusion'.	
	Action: MD to contact on Thursday 18 th July.	MD
	Helen New and Andrew Will to chair event. Once programme updated, send draft to both Chairs'.	
	Action: JM to update programme and send to Chairs' of event.	JM
	<u>Sponsors</u>	
	• Reviewed list of proposed sponsors.	
	Action: MD to ask Rebecca Gerrard about sponsorship for RTC Events.	MD
	Action: JM to contact companies week commencing 22 nd July.	JM
5	Working Groups	
5.1	Education and Training	
	• Meeting of group held 5 th July 2013. Objectives set for 2013/14. Within the objectives are the following:-	
	- BMS Event to be organised for November and held at Whiston Hospital. A lot of feedback received that this kind of event is needed.	
	- Pre-Optimising Haemoglobin Study Day to be held. Link with Kate Pendry's Pre OP Anaemia Working Group. Similar to event held in the North East.	
	- TP Blood Bulletin - to provide several articles for next issue.	
	- NW RTC Website – to keep education section up to date.	

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- Twitter Account – suggested to be set up as per several hospitals. Use to advertise events which will help to reach the right delegates.

5.2 Audit

- Platelet Quick Audit – 4 pilot sites: Alder Hey, Glan Clywd, Gwynedd and Wrexham Maelor Hospitals. Alder Hey have submitted their data and awaiting data from Wrexham Maelor. Unfortunately, Glan Clywd and Gwynedd are no longer able to participate.
- Massive Haemorrhage – No update given.

5.3 Policies / Guidelines

- TEG/ROTEM: 2nd study day to be held, 9th September 2013 at Aintree University Hospital. 100 places taken within 1 week of advertising. Mike Desmond to chair the event. All speakers confirmed. 4 companies have agreed to attend and sponsor the event. Next telecon, 16th July 2013.
- MH Toolkit: Update of toolkit sent out to group for comment. Group happy with update.
- Pre Op Anaemia: Workshop held 17th June 2013 at Liverpool Blood Centre. Representatives from 12/13 trusts. Wendy Lewis is the Enhanced Recovery Lead for the North West from AQUA attended workshop. North West to be the pilot region. Funding to be applied for a project manager. 'Closing the Gap' funding – deadline for bid application 23rd September 2013, decision February 2014.

6 NBTC SPN 14 Review Workshop

RTC to fund travel costs for 1 TP to attend this workshop.

7 RTC Budget

JM provided an update:-
 Annual budget : £8,064
 Sponsorship received: £2,690
 Spent to date: £5,774
 Remaining: £4,980

8 AOB

HTC Toolkit

Good feedback regarding the HTC Toolkit received by JA & TD at recent HTC's attended.

68% of HTC Chair's responded to recent email asking for acknowledgement of toolkit.

9 Date of Next Meetings

RTT ~ Monday 12th August 2013 @ 2pm, Liverpool Heart & Chest Hospital
 HL & RTC Chair's ~ Monday 16th September 2013 @ 2pm, Liverpool Blood Centre