

Confirmed Minutes
NW RTC incorporating North Wales
HL & RTC Chair's Meeting
Venue: Liverpool Blood Centre
Date: Monday 16th July 2012, 14:00hrs

Attendees

Mike Desmond (MD)
 Jayne Addison (JA)
 Kate Pendry (KP)
 Tracey Scholes (TS)

Chair, Liverpool Heart & Chest Hospital
 TLN, NHSBT Liverpool
 Consultant Haematologist, NHSBT Manchester
 CSM, NHSBT Manchester

Minutes

Jane Murphy (JM)

RTC Administrator

Apologies

Therese Callaghan (TC)
 Tony Davies (TD)

Consultant Haematologist, NHSBT Liverpool
 TLP, NHSBT Manchester

Actions

Item no.	Original Meeting Date	Action	Owner	Status
2	16/07/2012	Minutes of last meeting to be updated and changed to 'confirmed' on the website	JM	Completed
3 (4)	27/02/2012	Outstanding platelet action plans to be followed up by JA / TD	JA/TD	Ongoing
4	16/07/2012	Document / toolkit to be drafted, reviewed and sent out to HTC Chair's	ALL	New
4	16/07/2012	Any other ideas on how to promote engagement of HTC Chair's to be sent to MD	ALL	New
5	16/07/2012	Simon Stanworth to be asked to present at Education Event in October	KP	Completed
5	16/07/2012	Speaker to be contacted to present on findings of 'PRISM study' for Education Event in October	KP	Completed
5	16/07/2012	KP to send pictures of bags of components to JA for Inclusion on flyer for October's education event	KP	Completed
5	16/07/2012	Name of Multi Plate rep to be requested from David Simcox	JA	Completed
6	16/07/2012	Patient Blood Management event to be an ongoing agenda item at all future meetings	JM	Completed
10	16/07/2012	Invitation email to Quality Audit Workshop to be sent out	JA/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 21st May 2012	
	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	
	4: 8 Trusts have not yet submitted their Platelet Action Plans to be contacted.	
	Action: JA to chase outstanding action plans for Merseyside – LHCH / Liverpool Women's / Halton General & Warrington / Royal Liverpool.	JA / TD
	TD to chase outstanding action plans for Manchester – Macclesfield / Cumbria / Pennine Acute / Tameside	
	All other actions complete.	
4	NW RTC Objectives 2012-13	
	Reviewed objectives for 2012/13.	
	Discussed how to 'promote the engagement of HTC Chair's' following recent survey. The following ideas were suggested:-	
	<ul style="list-style-type: none"> • Adjust focus at Education Events to gain HTC Chair's interest and attendance. • Google Group to be set up. Gain interest by sending invites to HTC Chair's to join group. • Devise a 'document / toolkit' to be sent to HTC Chair's containing the following:- <ul style="list-style-type: none"> - List of HTC Chair's within NW RTC - Contacts at NHSBT - Website links - NW RTC Objectives - Support on Use of Blood Components - Meeting dates 	
	Action: Above document to be drafted, reviewed and sent out to HTC Chair's.	ALL
	Action: Any other ideas to be emailed to Mike Desmond.	ALL
5	NW RTC Education Event 15th October 2012	
	<u>Programme</u>	
	Reviewed draft. Agreed importance of having a patient experience at events. Patient speaker to give experience of ECMO. Dr Julian Barker to recommend.	
	'Appropriate Use of Platelets / Management of Platelet Refractoriness' - suggested presentation by Simon Stanworth.	
	Action: KP to ask Simon Stanworth regarding presenting.	KP
	Agreed 1 more speaker required for the event. Suggested a presentation on findings of the 'PRISM study'.	
	Action: KP to email her contact.	KP

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Flyer

Reviewed. Suggested pictures of bags of components.

Action: KP to send pictures she has from previous presentation to JA. **KP**

Sponsors

List of potential sponsors reviewed, identified sponsors who will benefit from the audience the topics will attract.

Action: JA to request name of Multi Plate rep from David Simcox. **JA**

6	Patient Blood Management	
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Date has been set for event, 6th February 2013 at Haydock Park Racecourse. Await direction as no further instructions have been received from NHSBT.

Jayne has contacted patient speaker from national event asking if they are willing to present at North West event.

Target audience:-

- HTC Chair's
- Key Clinicians
- Nurses – prescribing
- Trauma / Cardiac / Gen & Vascular Networks
- Delegates from Enhanced Recovery Event

Flyer for event to be sent out no later than October.

Action: To be an ongoing agenda item at all future meetings. **JM**

7	NW RTC Reports on Platelet & Red Cell Issues	
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Reviewed report.

Platelets for region seem to be levelling off. Since action plans put into place, Platelets are included on agenda at HTC Meetings Jayne attends. A lot more focus given.

JA/TD do contact hospitals if a noticeable increase is shown on monthly data reports.

Include in document / toolkit to be sent to HTC Chair's – importance of their support on Use of Blood Components.

8	Working Groups	
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8.1	Education and Training	
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- Groups 2012/13 work plan now included in overall RTC Objectives for 2012/13.

8.2	Audit	
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- Massive Haemorrhage Audit – Elizabeth Jones has written a report on the audit which is to be sent to NCA to see if there would be any interest in a multi regional audit. Poster at BBTS event. Audit proforma been

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redesigned. Audit currently being repeated with Trusts participating during July through to end of September.

8.3

Policies / Guidelines

- Shared Care – Jayne has emailed the group requesting feedback on the use of the form externally from the treatment hospitals back to the referring hospitals. Once this feedback has been received, it is to be circulated to the group who will then decide how to take this forward.
- TEG/ROTEM – Workshop being held on 3rd August 2012 at Liverpool Blood Centre. Included on the agenda is to finalise the programme for the education event planned for 12th November 2012 at Wythenshawe Hospital. Sponsors to pay for majority of event apart from catering which will be funded by RTC.

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RTC Budget

JM provided an update.

- Budget - £8,064
- Sponsorship received - £2,650
- Spent to date - £6,357
- Projected for Quality Audit Workshop - £1,620
- Remaining - £2,737

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AOB

Quality Audit Workshop

39 people showed interest following email sent out with majority preferring workshop to be held at Liverpool Blood Centre.

Event to go ahead in Liverpool on 19th October 2012, places restricted to 40. Lab staff at NHSBT to be included in invitation email.

Action: Invitation email to be sent out.

JA/JM

Nurse Authorisation Course

Request received asking if RTC could fund any places for this course. Cost of course is £240 per person. It was discussed and agreed that due to the future planned events already being funded, RTC are not in a position to fund any places for this course.

MH & Trauma

Possibility of a sub group being set up for lab managers and to include members from ambulance service. Tracey has expressed her interest to be involved in this group. London region already have a group set up along with Terms of Reference.

Thank You

Card received from Carmel Parker and Louise Polyzois expressing their thanks to the RTC for the funding of their places at the recent SHOT Symposium.

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13	Date of Next Meetings
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RTT ~ Monday 20th August 2012 @ 2pm, Manchester Blood Centre (apologies received from MD/KP – Sarah Haynes to chair)

HL & RTC Chair's ~ Monday 17th September 2012 @ 2pm, Manchester Blood Centre