

London Regional Transfusion Committee

CONFIRMED Minutes of London Regional Transfusion Team Meeting

Friday, 19 April 2013

**Haematology Seminar Room, Guy's Hospital
at 2 pm**

Present:

Gavin Cho (GC) (Chair)	Consultant Haematologist, North West London
Hugh Boothe (HB)	Transfusion Laboratory Manager, Chelsea & Westminster
Amanda Hobson (AH)	Transfusion Practitioner, Barnet & Chase Farm
Rachel Moss (RM)	Transfusion Practitioner, St Mary's
Brian Robertson (BR)	Transfusion Practitioner, Guy's & St Thomas
Sue Rudd (SR)	Transfusion Laboratory Mgr, St Helier Hospital
Erika Rutherford (EK)	Customers Services Manager, NHSBT
Louise Tillyer (LT)	Consultant Haematologist, Royal Brompton
Richard Whitmore (RW)	Customer Service Manager, NHSBT
Sue Katic	(Minutes)

Apologies:

Shubha Allard (SA)	Haematologist, NHSBT & Bart's Health
Aman Dhesi (AD)	BBT Regional Lead, NHSBT
Sue Mallett (SM)	Consultant Anaesthetist, Royal Free
Megan Rowley (MR)	Consultant Haematologist, NHSBT & St Mary's
Steven Wiltshire (SW)	Transfusion Laboratory Manager, St George's
Sue Wood (SaW)	RTC Administrator

1. Welcome & introductions

GC welcomed everyone and gave apologies for SA, AD, SM, MR, SW and SaW.

2. Minutes of the last RTT meeting

The minutes of the meeting held on 6 February 2013 were read and approved by those present. SaW will make available on the RTC website

Action: upload minutes to Website -SaW

Actions from the last meeting

The meeting went through the list of actions from RTT held on 6 February 2013.

It was agreed that points 2, 4 and 11.1 had been completed and the other points and would be discussed during the meeting.

Actions discussed from the Action List at RTT were:

Item 2.1 – SA is writing an Olympic Debrief paper with Richard Rackham, Heidi Doughty and a Trauma Research Fellow from Barts which will be published. RW will link in with SA to ensure that this is put on the RTC website once completed.

ACTION: RW/SA to liaise with regard to putting the debrief paper on RTC website.

Item 2.2 – GC had spoken to Ri Liesner, Medical Director GOSH, re joining RTT but a response was pending, still ongoing. Correction to name minuted as Simon Sibson – should read Keith Sibson.

ACTION: GC to follow up and feedback at next RTT

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Item 2.3 – Ongoing. Letter to TAG Chairs to be drafted to ask them to discuss realigning boundaries with RTC. Letter had not yet been drafted as waiting to hear the outcome of Brentwood Centre. If Brentwood closes the Brentwood TAG may have to dissolve. Discussion followed. One idea put forward was to start by having a joint annual TAG.

ACTION: ER will take to next TAG meeting for discussion

ACTION: Before each RTT SaW to ask each RTT Chair to fill in template

Item 2.4 – Brentwood Closure, ongoing. There will be a presentation to the board at the end of May when a decision should be formalised. There are a lot of queries from local hospitals but at the moment RW had no further information.

Item 2.5 – Shared Care Document, Ongoing. Will be presented at 22 May RTC meeting.

Item 2.6 – CMV concerns. NHSBT information is out of date – further work is being done. RW will have further info for the next meeting.

Item 2.7 – Outstanding. SK to ask AD if he has contacted Laura Green to speak at the RTC meeting about new oral anti-coags.

Item 2.8 – at the LoPAG steering group meeting a decision was made not to run a platelet audit at the moment.

Item 2.9 – Ongoing

ACTION: RM/AD to review website

Item 2.10 – Webinar had been recorded with Andy Miller. This was going to be uploaded to YouTube.

Item 2.11 – CQC documentation. Imperial Trust is looking into registering with CQC to enable their hospitals to supply blood to someone from outside their Trust. It appears that most Trusts think that this applies to the Blood Service but not to them. It is a legal requirement and not covered by an SLA. Hospitals need to be aware of this if supplying blood to anyone outside their Trust.

3. RTT Membership

Sylvia Hennem and Helen Nulty have left the RTT as they will both be retiring. ER will send an email regarding this to SaW (SK) to be forwarded on to the RTT Group. Email had been sent to HTC chairs with no response yet. It was agreed that this should be an agenda item at the next RTC business meeting, GC will announce that the RTT is looking for members.

Action: Add as Agenda item to next RTC business meeting on 22 May.

Action: SaW (SK) to forward on email from ER to the Group.

4. RTC Meetings

4.1 Future RTC meetings 2013

22nd May 2013 'iTransfuse' with the London RTC – Great Hall, Bart's Hospital.

The Agenda for the morning business meeting was discussed and agreed, with the following points noted:

London Platelet Action Group - RM would be willing to reduce her update by 5 minutes if more time needed.

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Patient Blood Management update & RTC action plan. GC would be able to update on this following the NBTC report/meeting on 22 May.

Shared Care Document. This can be used internally as well as externally. BR would be able to report on cases where Shared Care Documents would have been useful.

London Transfusion Training Passport - AH said that 15 minutes would be enough time for this update.

Management of bleeding of patients on new oral anti-coagulants – SK will ask AD whether Dr Laura Green has been invited to speak.

NHSBT Update – take off update on proposed Brentwood closure and there would be no further update by this time. Add SpICE to the Agenda.

RW asked if it would be possible to invite Richard Gray to give a talk, 15/20 minutes, on ITS.

Action: RW to contact Richard Gray

Action: SK to ask AD if he has invited Laura Green to speak .

Action: SaW/AD take off Brentwood closure update and add SpICE update

SA advised that she would only be able to attend the afternoon session of this meeting as Clinic in the morning.

The Agenda for the afternoon session was discussed, only one action to note:

Action: RM to contact Andy Miller to ask him whether he would be able to speak on “21st Century Learning styles.

25th October 2013 – Transfusion & Major Haemorrhage.

Agenda was discussed and it was agreed that the title should be changed, any ideas to be forwarded to AD.

Two corrections to the spelling of names on the Agenda - Steve Wiltshire and Louise Tillyer.

Action: SaW/AD to correct names on the Agenda

Action: Any title suggestions for the day to be sent to SaW/AD

24th January 2014 – ‘Delivering’ a Safe Transfusion – a joint venture with SE coast with a delegate fee of £20 and shared administration. SK passed on a message from SA to say that 4/5 speakers have accepted – further update at next meeting.

BMS Education Days

General discussion on these days as people are asking for more to be run. AD is setting up a Working Group to look at this. Those present agreed that, due to time constraints, someone other than AD should be Chair.

Action: AD to update at next meeting

5. Updates

No updates at this meeting as meetings still to be held for TP Group and TAG Groups.

6. Caldicott and SPICE update

CG had written to the UK Council of Caldicott Guardians regarding the Specialist Services Electronic Reporting System, the SpICE project. A response had been circulated from DH Informatics with the Agenda and from NHSBT at the meeting and GC had a response from NHSBT at the meeting.

Discussion followed and GC said that he would write further letters for clarification.

There is a national database of red cell antibodies, the NHSBT response is incorrect. In the past the RCI Department were not allowed to give results to a hospital about another result but they can now do so. These will not be added to SpICE. RW thinks that SpICE is UK-wide and that Scotland could add their data. It was asked that if a hospital phoned NHSBT,

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would NHSBT give out a result for a different hospital. RW said that if the information was on SpICE then they would.

NHSBT do provide cards for any antibody. On the card it says that patients do not need to worry if they lose their card as hospital blood banks will know their antibody but this is not so. Cards can be customised. NHSBT will supply blank cards and PDF's to hospitals. RW said that he understands there are no plans to discontinue the PDF, in future hospitals will have to supply own blanks.

Action: GC to forward on to UK Council the response from NHSBT

Action: SK to send NHSBT response to the RTT

7. Platelet Data Presentation

Monitoring of monthly platelet issues. Blood Stocks Managements Scheme Tables had been distributed showing the average PLT issues per month. The PLT Group wanted the opinion of the London RTT as to which format they preferred. This had come about as Anaesthetists in the North West wanted better ways to look at the data. Discussion followed and it was agreed that a comparative chart may be of more use.

Action: GC to feedback: RTT appreciate the work that has been done but are not sure that it is a tool they would use. More simplified with year on year data would be more helpful.

8. RTC Work Plan

8.1 Haematology & Trauma Network – Group met in February. Alison Weaver had given a talk on the success of Blood on Board. Next meeting in May

RTC SE Anaesthetist will be involved in the Group in future. Also representation from the Sussex Ambulance Service.

8.2 London Platelet Action Group – RM's report had been circulated with the Agenda and a copy is attached to these minutes. The Group is planning a platelet awareness LoPAG afternoon for Consultants and SpR's in the autumn. A telecon has been arranged to plan this. RM had chased platelets on a van plan but has been told that this is a non-starter. The platelet audit is on hold for now. H&I increment data for hospitals to compare – Colin Brown, H&I NHSBT is reluctant to send out data as not robust. Looking for an on line solution within SpICE. Poster available to say why it is important to get this data.

HoT SiG talk on 14 May.



RTC working group
report LoPAG.doc

8.3 Educational Resource – Group has not met for a while. Looking at Google course builder which could be spoken about at the May Education Session.

8.4 Training Passport – AH had circulated the group's report with the meeting papers and a copy is attached to these minutes. She asked GC to take to the NBTC meeting on 22 May for the RTC Chair feedback. Also going to be sent to Skills for Health and TP Group for feedback.

The passport is a structure of what people should know. If people follow the training this should cover all hospitals as all should work to the same standard. This will be a basic generic model, some things which may be slightly different will be covered by local induction.

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Action: GC to take the Transfusion Training Passport to NBTC meeting.



RTC training
passport working grc

8.5 Nurse Prescribing – No update. LT has two more nurses who wish to do this. She was advised that there is a good course run in Wales. Not sure whether GOS are still running their course as there is a new TP in place. Has to be affiliated to a university.

8.6 RTC Communications and Website

No update.

Action: RM/AD – ongoing agenda item to review RTC website

9. Patient Blood Management

No update or actions for RTC at the moment.

10. Audits & Surveys

No updates.

11. Budget

Not ready yet.

12. AOB



- RTC Logo: There were no objections to the proposed logo so this will be adopted by the London RTC.
- East of England, NHSBT advertising for a TLN as well as a Customer Services Manager, this will be good as a recent survey of Lab Managers showed that they felt there was not enough interaction with Hospital Services Managers.
- *Post meeting note: A TLN/P position will also be recruited for London to work with Claire Denison.*
- RW informed the RTT that there were now two helicopters carrying blood, based in Redhill and Maidstone. All following same SOP. One is a Police helicopter, one run by a sponsored group. HEMS is half NHS/half sponsored. NHSBT do not supply blood. East Kent and East Surrey supply.

13. Date of next meeting

21 June 2013 at 2 pm in Haematology seminar room, Guy's Hospital

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London RTT

Action list – 19 April 2013

Item No (minutes)	Action	By Whom	Completion
2	Update minutes and put on website	SaW	Completed
2.1	RW/SA to liaise with regard to putting the debrief paper on RTC website	SA/RW	Ongoing
2.2	Follow up on RTT membership from Ri Liesner	GC	Ongoing
2.3	Letter to TAG Chairs to be drafted to ask them to discuss realigning boundaries with RTC. ER to take to next TAG for discussion. Before each RTT meeting SaW to ask each RTT Chair to fill in template.	ER SaW	Ongoing
2.4	Report and update RTT on proposed Brentwood closure. Decision in May.	RW	Ongoing
2.5	Shared Care Document to be presented at 22 May RTC meeting.	BR	Ongoing
2.6	CMV concerns. NHSBT information is out of date, further work being done. RW will have further info for next meeting	RW	Ongoing
2.7	SK to ask AD if he has contacted Laura Green to speak at next RTC about new oral anti-coags	SK/AD	Completed
2.8	Discuss PLT audit at LoPAG steering group and feedback at next RTT. Decision made not to run at present	RM	Completed
2.9	Review RTC website and news section	RM and AD	Outstanding
2.10	Record Webinar recorded with Andy Miller, to be put on YouTube.	AD	Ongoing
2.11	Email BMS working group to start planning for 2013/14 activity	AD	Outstanding
2.12	Work on training DVD, lead by TPG, to have engagement with TAG and RTT/RTC	AD	Ongoing – work yet to start on this

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Agenda Item Actions			
3	RTT Membership GC to announce at next RTC business that RTT is looking for members. Add as Agenda item for 22 May. SaW (SK) to forward on email from ER to the Group re Sylvia Hennem's retirement.	AD SaW/SK	 Completed
4	<u>22 May meeting</u> RW to contact Richard Gray re talk on ITS SK to ask AD if he has invited Laura Green to speak . SaW/AD take off Brentwood closure update and add SpICE update RM to contact Andy Miller to ask him whether he would be able to speak on "21 st Century Learning styles" <u>25 October meeting</u> Names to be corrected on Agenda for Steve Wiltshire and Louise Tillyer Title suggestions for the day to be sent to SaW/AD <u>BMS Education Days</u> AD to update progress with the Working Group at the next RTT meeting	RW SK SaW/AD RM SaW/AD All AD	 Completed Completed Completed Ongoing Completed
6	Caldicott / SpICE update GC to forward on to UK Council the response from NHSBT SK to send NHSBT response to SaW to forward to the RTT	GC SK/SaW	 With minutes
7	Platelet Data Presentation GC to feedback: RTT appreciate the work that has been done but are not sure that it is a tool they would use. More simplified with year on year data would be more helpful.	GC	
8.4	Transfusion Training Passport Document. GC to take to NBTC meeting for RTC Chair feedback	GC	Ongoing

END