

**Minutes of the North West Regional Transfusion Committee
incorporating North Wales
Education & Training Working Group Telecon
Date: Monday 22nd June 2012**

Attendees

Jayne Addison (JA)
Lydia Baxter
Louise McCreery
Kate Pendry (KP)

TLN, NHSBT Liverpool
TP, Royal Salford Hospital
TP, Royal Albert Edward Infirmary
Consultant Haematologist, NHSBT Manchester

Minutes

Jane Murphy (JM)

RTC Administrator, NHSBT Liverpool

Apologies

Peter Hudson
Carmel Parker
Elaine Wain

TP, Blackpool Victoria Hospital
TP, Manchester Royal Infirmary
TP, BCU, Gwynedd Hospital

Actions

Item no.	Original Meeting Date	Action	Owner	Status
2	22/06/12	Minutes from previous telecon on 23 rd April 2012 to be posted on RTC website	JM	Completed
2 (3)	18/11/11	'Transfusion Training for Different Staff Groups' document to reviewed	JA	Ongoing
2 (3)	23/04/12	Presentations from 'The Transfusion Factor! Have You Got It' events to be listed on RTC website and delegates to be advised	JM	Ongoing
2 (4)	23/04/12	Objectives for 2011/12 to be updated. 2012/13 to be completed and posted on RTC website	JA/JM	Ongoing
2 (5)	23/04/12	PH to bring Simulation Training DVD to next meeting	PH	Ongoing
3	22/06/12	JA to look at room availability at both Blood Centres for Transfusion Factor events in Sept '12 & Mar '13	JA	New
4	22/06/12	JM to confirm with Sheena Cameron procedure re documents approaching 1 year on the website	JM	Completed
5	22/06/12	KP to email curriculum lead for year 3 medical students	KP	New
5	22/06/12	KP to send slides used for year 1 medical students to JA	JA	New
5	22/06/12	BMS Day – JA to book date, request topics from group and advertise	JA	New
5	22/06/12	Quality Audit training Workshop – JA to send out programme to canvas interest	JA	Completed
5	22/06/12	'Draft' Objectives for 2012/13 and send to group for comment	JA	New
6	22/06/12	'Draft' programme for RTC Education Day on 15 th October 2012	JA/JM	New
6	22/06/12	Details of PMB programme to be included on next HTC update	JA/JM	New

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1 Welcome & Apologies

Jayne welcomed and thanked everyone for attending.

The persons listed above sent their apologies prior to the meeting.

2 Minutes and Actions of Previous Telecon, 23rd April 2012

Minutes of previous telecon on 23rd April 2012 were agreed as an accurate record.

Action: JM to post minute on RTC website.

JM

3: Transfusion Training for Different Staff Groups – JA to now review document.

Action: JA to review document.

JA

3: Presentations from 'Transfusion Factor' events to be listed on RTC website, with JM as a link. Delegates to be advised.

Action: Presentations to be listed, with JM as a link and delegates to be advised.

JM

4: Objectives for 2011/12 to be updated. 2012/13 to be completed & posted on the website.

Action: Update 2011/12 Objectives and 2012/13 to be completed & posted on the website.

**JA /
JM**

5: Simulation training DVD.

Action: PH to bring DVD to next meeting.

PH

All other actions completed.

3 Evaluations of 'The Transfusion Factor' Educational Events

JA reviewed the results – really good feedback received from both events. 93% completed forms.

Combined results from both events for the 4 main questions asked, rated as follows:-

- How relevant was this event to your everyday practice?
- Excellent / Very Good : 98%
- Overall, how would you rate the speakers?
- Excellent / Very Good : 88%
- Overall, how would you rate the interactive sessions?
- Excellent / Very Good : 81%
- How would you rate the information & communication prior to the event?
- Excellent / Very Good : 73%

Suggested repeating event twice yearly in Spring / Autumn. To be aimed at same audience including anyone relatively new to transfusion. Majority of speakers who took part in March have confirmed they will present at future events. Possible dates discussed, September 2012 and March 2013.

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Action: JA to look at room availability at both Liverpool and Manchester Blood Centres. **JA**

4 Review and Update Objectives for 2011/12

Objectives reviewed. All met apart from 1 item:-

- Review of the 'Transfusion Training for Different Staff Groups' document – JA to now look at

Website

Currently under review. Future documents will only remain on the website for 1 year.

Action: JM to confirm with Sheena Cameron procedure regarding documents being removed after 1 year i.e. will RTC be advised of documents approaching 1 year before they are removed? **JM**

5 Set Objectives for 2012/13

Discussed and to include:-

- Training material for year 3 medical students: explore opportunity to supply material for website - self directed learning.

Action: KP to email year 3 curriculum lead.

Action: KP to send slides used for year 1 to JA

**KP
KP**

- BMS Day: JA reviewed events other areas have held. We could do something similar using programmes available (In the Red). Minimal cost to run and would only need 2 members of the education group to host. Date to be set at either Liverpool or Manchester Blood Centre and then advertise to determine interest.

Action: JA to book date, request suggestions from group for topics to be included and advertise.

JA

- Quality Audit Training Workshop: this is a 1 day event which has been very well received in 2 other regions. Canvas interest from lab staff and preferred venue – Liverpool/ Manchester as only 1 event can be held due to cost.

Action: JA to send out programme to lab staff to gain numbers who would be interested in attending along with preferred venue.

JA

- Maintain education section of RTC website
- Transfusion Factor Events: September 2012 / March 2012
- RTC Education Events

Action: JA to draft objectives and send out to the group for comment.

JA

6 AOB

Medical Students

KP provided an update. Year 3 involves 'Heart, Lung & Blood' Module. Students will be attached to a haematology / anaesthetics firm and have a clinical placement. Progress test will be taken every year. Opportunity to become involved in writing some multiple choice questions.

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RTC Education Event – 15th October 2012

Suggested an event looking at different components in general:-

- FFP – appropriate use
- Cyro / Platelets / CMV Products
- Irradiated Products
- Case Studies – inappropriate use

Action: JA/JM to draft together a programme

**JA /
JM**

Patient Blood Management

Ensuring patients who do need blood get it. KP attended the event on 18th June 2012 and ran through the programme. This will replace BBT3. Each region will be given funding to replicate this event. Provisional date for the NW region has been booked for 6th February 2013.

Action: Details of programme to be included on next HTC Update.

**JA /
JM**

7	Date of Next Meeting	
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To be confirmed