

**Minutes of the North West Regional Transfusion Committee**  
**incorporating North Wales**  
**Education & Training Working Group Telecon**  
**Date: Friday 24<sup>th</sup> February 2012**

**Attendees**

Jayne Addison (JA)	TLN, NHSBT Liverpool
Peter Hudson (PH)	TP, Blackpool Victoria Hospital
Louise McCreery (LMc)	TP, Royal Albert Edward Infirmary
Carmel Parker (CP)	TP, Manchester Royal Infirmary
Kate Pendry (KP)	Consultant Haematologist, NHSBT Manchester
Elaine Wain (EW)	TP, BCU, Gwynedd Hospital
Louise Hodgkinson (LH)	TP, Countess of Chester Hospital

**Apologies**

Lydia Baxter (LB)	TP, Royal Salford Hospital
Kate Pendry (KP)	Consultant Haematologist, NHSBT Manchester

**Actions**

Item no.	Original Meeting Date	Action	Owner	Status
2 (3)	18/11/11	KP to contact Dr Bembo about timescales for implementing changes with regards to Transfusion OSCE.	KP	Ongoing
3	18/11/11	LB to advise JM of any changes required to website following recent email sent out.	LB	Ongoing
3	18/11/11	LB to forward anything of interest from the Google Group to JM for posting on the website.	LB	Ongoing
3	18/11/11	SA to circulate to group reviewed document 'Transfusion Training for Different Staff Group'.	SA	Ongoing
2	24/02/12	JA to send Jane Murphy agreed minutes to be placed on RTC website.	JA	Complete
3	24.02.12	JA to send CP slide template for introduction.	JA	Complete
3	24.02.12	JA to send clarification of roles on the day to the group.	JA	Complete
3	24.02.12	LMc to contact Barry Chesterson at Warrington for Interpreting Blood Results.	LMc	Complete
3	24.02.12	JA to contact Andy Houghton for Indications for Transfusion.	JA	Complete
3	24.02.12	JA to contact LB for Transfusion Reactions.	JA	Complete
3	24.02.12	JA to draft order on programme and send to the group for comment.	JA	Complete
3	24.02.12	JA to request two multiple choice questions from the speakers for an assessment of learning quiz.	JA	Complete

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**1 Welcome & Apologies**

Jayne welcomed and thanked everyone for joining the meeting. The persons listed above sent their apologies prior to the telecon.

**2 Review of previous minutes**

Minutes of previous meeting were agreed as an accurate record.

**Action:** JA to send Jane Murphy agreed minutes to be placed on RTC website.

**JA**

All other actions completed, covered as an agenda item or continue to be ongoing.

The purpose of this telecon was to finalise the forthcoming educational event. Ongoing actions will be discussed at the next face to face meeting.

LMc did suggest that action for SA item 2 from 18.11.11 could be completed as part of the next TP Meeting.

**3 Newly Qualified Nurses Educational Event**

Confirmed dates / venues for events and who is going to attend from the group:-

- Manchester Blood Centre, Monday 19<sup>th</sup> March: JA / PH / CP / SA / LH/ (LMc pm only)
- Liverpool Blood Centre, Friday 30<sup>th</sup> March: LMc / LB / LMc / EW

JA informed the group that 30 delegates have registered for Manchester and 25 for Liverpool at time of the meeting.

Discussed what roles each member will have on the day of the event.

Manchester

Registration – PH

Introduction and chair am session – CP

Chair pm session - JA

Escorting to and from Donor centre and interactive sessions – all

Liverpool

Registration – EP

Introduction and chair am session – EP

Interactive sessions – All

Chair pm session - LMc

**Action:** JA to send CP slide template for introduction.

**JA**

JA to send clarification of roles on the day to the group.

Speakers

Update as follows:-

- All speakers for Manchester confirmed.
- Outstanding speakers for transfusion indications, transfusion reactions and interpreting blood results for Liverpool event.
- Suggestions made for speakers by LMc and discussed by group.

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**Actions:**

LMc to contact Barry Chesterson at Warrington for Interpreting Blood Results. **LMc**

JA to contact Andy Houghton for Indications for Transfusion. **JA**

JA to contact LB for Transfusion Reactions. **JA**

Quizzes / Interaction Sessions

Discussed the order/placement of the quizzes and interactive sessions.

**Action:** JA to draft order on programme and send to the group for comment. **JA**

JA to request two multiple choice questions from the speakers for an assessment of learning quiz. **JA**

<b>5</b>	<b>AOB</b>	
	None raised.	

<b>6</b>	<b>Date of Next Meeting</b>	
	Meeting: Friday 20 <sup>th</sup> April 2012 at Liverpool Blood Centre 1030hrs - 1500hrs	