

**Minutes of the North West Regional Transfusion Committee
incorporating North Wales
Education & Training Working Group Telecon
Date: Friday 5th July 2013**

Attendees

Jayne Addison (JA)	TLN, NHSBT Liverpool
Louise Hodgkinson (LH)	TP, Countess of Chester
Peter Hudson (PH)	TP, Blackpool Victoria Hospital
Louise McCreery (LMc)	TP, Royal Albert Edward Infirmary
Elaine Wain	TP, BCU, Gwynedd Hospital
Lilian Parry	TLM, St Helens & Knowsley Hospital

Minutes

Jayne Addison	TLN, NHSBT Liverpool
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Apologies

Sue Andrews	TP, Royal Oldham Hospital
Carmel Parker	TP, Manchester Royal Infirmary
Kate Pendry (KP)	Consultant Haematologist, NHSBT Manchester
Kirsteen Scowcroft	TLM, Countess of Chester
Howard Jenkins	TLM, Royal Oldham Hospital

Actions

Item no.	Original Meeting Date	Action	Owner	Status
2	05.07.13	To change Peter Hudson to Sue Andrews on the apologies list.	JA	Completed
2	05.07.13	To post minutes on RTC website.	JM	Completed
3	05.07.13	To update the Terms of Reference	JA	Completed
3	05.07.13	To ask KP for possible input from educational input from the universities in respect of medical students	JA	New
3	05.07.13	To extend an invite to the group to ATP's.	JA	New
3	05.07.13	To post Terms of Reference on the RTC Website	JA	Completed
4	05.07.13	To investigate the availability of the education centre at Whiston Hospital	LP	Completed
4	05.07.13	To send an email to TLM's with a list of topics for an educational event for their staff requesting volunteers to present and asking if they will be able to release staff to such an event	JA	Completed
4	05.07.13	To contact Julie Yates and Tony Davies with the offer of several small items for the next edition of the Blood Bulletin	JA	Completed
4	05.07.13	To discuss with KP an education event to link in with the work of the pre-op anaemia working group	JA	Completed
4	05.07.13	To discuss the idea of using twitter for the NW RTC with Mike Desmond	JA	Completed
4	05.07.13	To produce the 2013/14 work plan and share with the group	JA	Completed
4	05.07.13	To post the 2013/14 work plan on the NW RTC website	JM	Completed

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1 Welcome & Apologies

Jayne welcomed and thanked everyone for attending. A special welcome to the new members, Lilian Parry, Kirsteen Scowcroft and Howard Jenkins. Apologies received from those listed above.

2 Minutes and Actions of Previous Meetings

Minutes of previous face to face meeting on Friday 1st March 2013 were agreed as an accurate record. One minor amendment required before posting on website.

Action: To change Peter Hudson to Sue Andrews on the apologies list.

Action: To post minutes on RTC website **JM**

Action: To request from KP if the group can see the modules developed for the 3rd year medical students **JA**

All other actions completed.

3 Terms of Reference

The terms of reference were due for review. The group felt that the purpose of the group did not need to change. LMc suggested adding 'promote' to the first line of the purpose. Other changes required to the document related to changes in membership and to have at least 1 face to face per year rather than 2. The latter taking into consideration the difficulties for members to taking time out of their hospital role.



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Discussion on other members to the group extended to ATP's and educational links from universities.

Action: To update the Terms of Reference **JA**

Action: To ask KP for possible input from educational input from the universities in respect of medical students **JA**

Action: To extend an invite to the group to ATP's **JA**

Action: To post Terms of Reference on the RTC Website **JM**

4 Objectives 2013/14

The group looked at the objectives for 2012/13 and decided not to continue with the Transfusion Factor for this year. It was agreed although very successful we could re-visit this perhaps the following year. LP felt that there was an education gap for laboratory staff and the group were keen to provide an educational event aimed at trainees and bands 5 and 6. Several

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programmes from BMS events in other regions were considered and a list of possible topics was developed. Possible dates for the event was end of Nov and/or February. JA offered the use of the rooms in Liverpool and Manchester Blood Centres and LP agreed to look at the availability of rooms at the education centre at Whiston hospital. Possible speakers could be TLM's and an email detailing the topics and if they could release staff should be sent to TLM's prior to advertising the event.

Action: To investigate the availability of the education centre at Whiston Hospital **LP**

Action: To send an email to TLM's with a list of topics for an educational event for their staff requesting volunteers to present and asking if they will be able to release staff to such an event **JA**

The NW Blood Bulletin was discussed and if the group could help support the continuation of this by providing several small items for the next edition.

Action: To contact Julie Yates and Tony Davies with the offer of several small items for the next edition of the Blood Bulletin **JA**

A programme for pre-optimisation aimed at pre-op nurses from the North East RTC was discussed and the group felt this was an excellent programme and would be good to provide in our region. JA suggested that this would link into the work of the Pre-op anaemia working group. JA would discuss this with KP.

Action: To discuss with KP an education event to link in with the work of the pre-op anaemia working group **JA**

JA asked the group if they use and twitter and gave examples of how hospitals are now using twitter to reach a wider audience. JA suggested the idea that the NW RTC has a twitter account and that the group could provide a bank of tweets relevant to transfusion and the RTC eg advertising the educational events. LH said that Chester was considering moving to twitter. JA to discuss further with Chair of the NW RTC.

Action: To discuss the idea of using twitter for the NW RTC with Mike Desmond **JA**

Action: To produce the 2013/14 work plan and share with the group **JA**

Action: To post the 2013/14 work plan on the NW RTC website **JM**

5	AOB	
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None raised.

6	Date of next Meeting	
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