

London Regional Transfusion Committee

Minutes of London Regional Transfusion Team Meeting

Wednesday 6th February 2013

TELECONFERENCE

At 2 pm

Present:

Gavin Cho (GC) (Chair)	Consultant Haematologist, North West London
Aman Dhesi (AD)	BBT Regional Lead, NHSBT
Richard Whitmore (RW)	Customer Service Manager, NHSBT
Jennifer Heyes (JH)	Transfusion Liaison Practitioner, NHSBT
Rachel Moss (RM)	Transfusion Practitioner, St Mary's
Brian Robertson (BR)	Transfusion Practitioner, Guy's & St Thomas
Megan Rowley (MR)	Consultant Haematologist, NHSBT & St Mary's
Dorothy Kasibante (DK)	Transfusion Practitioner, HCA Laboratories
Hugh Boothe (HB)	Transfusion Laboratory Manager, Chelsea & Westminster
Sue Rudd (SR)	Transfusion Laboratory Mgr, St Helier Hospital
Louise Tillyer (LT)	Consultant Haematologist, Royal Brompton
Amanda Hobson (AH)	Transfusion Practitioner, Barnet & Chase Farm
Steven Wiltshire (SW)	Transfusion Laboratory Manager, St George's
Sue Wood (SaW)	RTC Administrator

Apologies:

Shubha Allard (SA)	Haematologist, NHSBT & Bart's Health
Sue Mallett (SM)	Consultant Anaesthetist, Royal Free
Erika Rutherford (EK)	Customers Services Manager, NHSBT

1. Welcome & introductions

GC welcomed everyone to the teleconference and give apologies for SA, SM and EK

2. Minutes of the last RTT meeting

The minutes of the meeting held on 9th November 2012 were read and approved by those present with two amendments by GC - change the last name of Dr Keith Simpson to Sibson and on action list SPRITE to SPRINT. Once these have been made SaW they will be available on the RTC website

Action: Make amendments and upload minutes to Website -SaW

Action: RW/SA to find out about Olympic debrief minutes and feedback to RTT

3. Actions from the last meeting

The meeting went through the list of actions from RTT held on 9th November 2012.

It was agreed that points 1,2a,3,4a,4b,5.1,5.3,5.3a,5.4,6.2a,7.2,7.3a,9.2 had been completed and the other points and would be discussed during the telecon.

Actions discussed at RTT were:

Item 2 – No Olympic debrief documents yet made available on RTC website. SA/RW to chase Olympic Debrief minutes to be circulated and then to be added to RTC website.

Action: RW/SA to find out about Olympic debrief minutes and feedback to RTT

Item 3 and 3a – WBS coloured transfusion reactions sheet was circulated and will be made into a national resource rather than regional only.

Item 4 – GC had spoken to Ri Liesner Medical Director GOSH re joining RTT but a response was pending.

Action: GC to follow up and feedback at next RTT

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Item 6.2 – Action was outstanding.

ACTION: RW and AD to complete action and forward to GC

Discussion on Brentwood closure, boundary changes and how could fit in with TAG/RTC areas. RW told the telecon that it was only a proposal and would be put to the board NHSBT Board on March 22nd 2013. No decision has been made.

ACTION: RW will report back to RTT and Ongoing RTT/RTC item –SaW

Item 7.3 – Ongoing and discussion was had on audit on usage run by London TLM's group with consideration being given to possible TAG boundary changes, possibility of combining with RTC Evaluation forms and the target audience. Agreed to survey RTC delegates in May about the usage of the shared care document

ACTION: BR/AD – Audit in spring RTC

Item 7.3a – RW informed RTT that the cards were being phased out and PDF documents that could be printed out could possibly replace them. Paper would/could be provided but RW said Heather Alpin had advised that there would be no change without decision from users.

Item 7.4/7.4a – Ongoing

ACTION: RM/AD to review website

Item 7.5 - JH informed meeting that Sylvia Hennem had handed over nurse prescribing course to New TP at GOSH and gave update from SEC RTC nurse prescribing working group.

Item 9.1 – Discussion was had on survey, timing, Trust reactions, UK Forum pressure and the possibility of linking CMV with Shared Care document survey, MHRA/SHOT statement on CMV available and possible circulation with survey.

ACTION: RW see what feedback NHSBT has on file on hospitals following the SaBTO CMV recommendation and report back to RTT/RTC

ACTION: BR/AD – to add SaBTO CMV to the shared care document survey

4. RTT Membership

Email had been sent to HTC chairs last week and it was agreed to discuss this at the next RTT

Action: Ongoing – RTT Agenda Item JH/SaW

5. RTC Meetings

5.1 BMS Education Days – JH informed the meeting that both days had been oversubscribed with maximum capacity was achieved on both days. Evaluations were with high top box scores and would be circulated to the RTT. Discussion on the demand for more BMS education opportunities, the feasibility of such an action including planning, the provision costs, demand, audience, speaker delegate fees. It was agreed to form a working group to discuss the 2013/14 programme and planning led by AD with DK, HB, SW, RM, RW, BR, SR and Carol Cantwell being asked to join as TAG chair.

Action: AD email BMS working group to start planning days

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5.3 Future RTC meetings 2013

22nd May 2013 'iTransfuse' with the London RTC – booked in Great Hall, Bart's Hospital, with a large delegate capacity. Draft Programme for Education session had been put together; poster and registration form had been circulated by email and would be on RTC website. Discussion was had on content and target audience (Education Leads, TPs, Haematology SpR groups). MR indicated that voting pads could be used to ask audience who is here, what's new and what's used and what the fear and ask questions on what education tools they want from the RTC.

25th October 2013 – Trauma – booked in Great Hall, Bart's Hospital. Draft programme in process of being confirmed. LT had contacted the SPRINT at the Royal London and they have agreed to participate with video live set up as simulation. Discussion was also had on a HEMS simulation and discussion.

24th January 2014 – 'Delivering' a Safe Transfusion – booked in IOC Conference Centre Central London. JH told RTT that this would be a joint venture with SE coast with a delegate fee of £20 and shared administration. Draft programme had been circulated to RTT and it might change depending on speaker availability. Title and session chairs had to be confirmed.

Action: JH/AD/SaW – ongoing – all RTC meetings to have confirmed agendas and advertised to target audience.

6. Updates

6.1 TP Group – No report received for this meeting. AD apologised for not providing a TP report for the RTT. He reported that the last meeting was held on 25th January 2013 and a workshop session was had on discussion on the NCA sample labelling audits which produced a Top Tips documents to support in viewing different strategies to reduced sample labelling rejections. An East Midlands training DVD was also shown and on discussion the TP group will start to discuss the production of a possible new training DVD on massive haemorrhage to show how the lab and clinical area works with time lines. Engagement with TAG and RTT/RTC will also be needed.

Action: Ongoing actions - AD

6.2 TAG Group – Carol Cantwell had provided a report for the NW Tag and this had been circulated with the Agenda and a copy is attached to these minutes.



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No report for the Tooting TAG was received for this meeting.

6.3 NBTC and RTC Chairs Meeting

GC said the next NBTC is on 22nd April 2013 and he will report back at the next RTT/RTC. There were two platelet audits presented at the RTC Chairs meeting one from SW and one from East of England RTC region.

Action: Ongoing – GC report to RTT/RTC post NBTC/RTC Chairs meeting

7. RTC Work Plan

7.1 Haematology & Trauma Network – No reported received for this meeting. Megan Lawn is chairing this group. Discussion was had on Blood on Board, expansion of membership recently to Brighton & Oxford, the air ambulance in Kent carrying blood on board from February 2013 and a presentation about new anti-coag at the last haem and trauma network

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meeting. MR raised the subject of BCSH guidelines, a survey re who using new anti-coags and discussion was had on laboratory testing, difficulties that could be experienced and what support in place together with standardised approach. The telecon discussed asking Laura Green to speak in the Business section of the RTC on 22nd May about new oral anti-coags. It was agreed to do this.

Action: Ask Laura Green to speak at next RTC – MR/AD/JH

7.2 London Platelet Action Group – RM's report had been circulated with the Agenda and a copy is attached to these minutes. RM reported that the Champions' Day had been well received with good feedback. GC congratulated everyone involved on a very successful day. A Steering group meeting will be held on the 27th February. Discussion was had on audits including Double dose and the possibility of linking in with other RTCs and this would be discussed at the LoPAG Steering Group.



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ACTION: RM to discuss PLT audit at LoPAG steering group and feedback at next RTT

7.3 RTC Communications and Website

No update. AD asked if there was more that could be done with the RTC News section.

Action: RM – ongoing agenda item to review RTC website

Action: AD and RM to discuss what can be done with the RTC news section.

7.4 Nurse Prescribing –

Already discussed in section 3 of these minutes

7.5 Educational Resource – JH's report had been circulated with Agenda and a copy is attached to these minutes. The last meeting was on 17th December 2012 and the group had discussed the way forward including an on line transfusion course (course builder), format, DVD/videos, activities, Webinars, You Tube, transfusion training packs and Twitter. It had been agreed that JH/AD would set up session with Andy Miller to record his training sessions. This would be covered in the 'iTransfuse' Education session on May 22nd 2013.

Action: Record Webinar with Andy Miller – JH/AD

Action: Present outputs from group at the iTransfuse Education day in May – AD/GC



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7.6 Training Passport – AH had circulated the group's report with the meeting papers and a copy is attached to these minutes. The group had discussed the format; key training points and a draft document had been compiled and circulated. Discussions had been had with Skills for Health lead and NBTC working group as to how could be developed, offered nationwide and possible link into education with schools. AH informed the telecon that the group's next meeting was scheduled for 8th February 2013.

Action: AH take forward with Group. On-Going Agenda item – AD/JH/SaW



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8. Patient Blood Management

This is topic will be discussed at next RTT

Action: On going agenda item – AD/JH/SaW

9. Audits & Surveys

9.1 SaBTO CMV recommendation uptake survey – Action: On going agenda item

9.2 LoPAG will conducted survey re platelets further down the line.

Action: RM to take to LoPAG Champions for discussion

9.3 Other Audits

- Liver audit – this had been circulated by Brian Hockley and through the RTC mailing lists. Discussion was held on the poor uptake in the London region, ownership and who would conduct (together with promotion) communications and clarification of clinical follow-up. It was agreed that MR would ask Brian Hockley for some text to promote to the London region and forward to SaW/JH to circulate
ACTION: MR to ask Brian Hockley to provide some text to help promote the liver audit in the London region.
- Introduction of new anticoagulants – audits being started and register to be started to record large bleeds in patients on new drugs. There is a policy developed in NE and NW London.
- Audit in Neurocritical care is due to be announced and recruitment started.
- Survey to be designed to capture the use of the share care form and the uptake of SaBTO CMV guidelines.

10. Budget

JH reported on the current status of the budget with a possible overspend of approximately £200. AD mentioned that East of England RTC have an under spend which can balance London RTC overspend, with EoE agreement.

11. AOB

The subject of CQC standard 9 was raised and discussion was had on registration, cost if provision is outside of your own Trust, the need for clarification and formalisation of compliance and communication. It is important to get the message right and it was agreed to include a short presentation in Business agenda for May 22nd 2013. RM will find out the cost of registering activity for information.

ACTION: RM to investigate cost of registration.

ACTION: Agenda item for RTC – JH/AD/SaW

12. Date of next meeting

19th April 2013 at 2 pm in Haematology seminar room, Guy's Hospital

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London RTT

Action list – 6th February 2013

(Minutes) Item No	Action	By Whom	Completion
2	Update minutes and put on website	JH/SW	Completed
3.1	Minutes of Olympic debrief to be sourced and put on website	SA/RW	ongoing
3.2	Follow up on RTT membership from Ri Liesner for Keith Sibson	GC	
3.3	Letter to TAG Chairs to be drafted to ask them to discuss realigning boundaries with RTC	RW/AD to draft initial	
3.4	Report and update RTT on proposed Brentwood closure	RW	
3.5	Survey RTC delegates on usage of shared care document at Spring RTC	BR/AD	Ongoing
3.6	Feedback on what NHSBT has on file about SaBTO take up and report back to RTT/RTC	RW	
3.7	Add SaBTO CMV to shared care uptake survey at next RTC meeting	BR/AD	Ongoing
4	RTT Membership to be added to next RTT agenda	JH/SaW	Completed
5	Email BMS working group to start planning for 2013/14 activity	AD	Outstanding
6.1	Work on training DVD, lead by TPG, to have engagement with TAG and RTT/RTC	AD	Ongoing – work yet to start on this
7	Ask Laura Green to speak at next RTC about new oral anti-coags	MR/AD/ JH	Outstanding
7.2	Discuss PLT audit at LoPAG steering group and feedback at next RTT	RM	
7.3	Review RTC website and news section	RM and AD	Outstanding

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7.5	Record Webinar with Andy Miller	AD/JH	Ongoing
7.5.1	Present outputs from education resource group at iTransfuse event in May	GC/AD	Ongoing
9.3	Brian Hockley to provide some text to help promote the liver audit in London	MR	Completed
11	Investigate the cost of CQC registration for standard 9	RM	
11.1	CQC standard 9 to be on agenda item for May RTC Business meeting	AD/SaW	Completed