

**Minutes of the North West Regional Transfusion Committee**  
**incorporating North Wales**  
**Education & Training Working Group Telecon**  
**Date: Monday 9<sup>th</sup> January 2012**

**Attendees**

Jayne Addison (JA)	TLN, NHSBT Liverpool
Lesley Adams (LA)	TP, Leighton Hospital
Lydia Baxter (LB)	TP, Royal Salford Hospital
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

**Minutes**

Jane Murphy (JM)	RTC Administrator, NHSBT Liverpool
------------------	------------------------------------

**Apologies**

Louise Hodgkinson (LH)	TP, Countess of Chester Hospital
------------------------	----------------------------------

**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
4	09/01/12	Flyer to be distributed by end of this week, 13/01/12.	JA/JM	Complete
4	09/01/12	JM to arrange catering for the event nearer the date.	JM	Complete
4	09/01/12	JA to request education material for delegate packs from Oxford.	JA	Complete
4	09/01/12	JA to contact Scientific & Technical Training re speaking about Donation Services & Supplies.	JA	Complete
4	09/01/12	LB to confirm with PH about speakers for Liverpool event by end of this week, 13/01/12.	LB	Complete
4	09/01/12	CP to liaise with KP re speakers for Transfusion Process / Reactions including ABO Compatibility.	CP	Complete
4	09/01/12	JA to draft programme and email to group for comment.	JA	Complete

**Minutes of the North West Regional Transfusion Committee  
incorporating North Wales  
Education & Training Working Group Telecon  
Date: Monday 9<sup>th</sup> January 2012**

<b>1</b>	<b>Welcome &amp; Apologies</b>	
	Jayne welcomed and thanked everyone for joining the meeting. The persons listed above sent their apologies prior to the telecon.	
<b>2</b>	<b>Review of previous minutes</b>	
	Minutes of previous meeting were agreed as an accurate record.	
	<b>3:</b> Transfusion OSCE - KP has 2 FY2's who are interested. To contact Dr Bembo to look at timescales for implementing changes.	
	<b>Action:</b> KP to contact Dr Bembo.	<b>KP</b>
	4: JA feedback at recent RTT / HL & RTC chair's meetings suggested topics for next RTC Education Event.	
	All other actions completed or covered as an agenda item.	
<b>3</b>	<b>Update on Progress with Work Plan 2011/2012</b>	
	<u>NW RTC Website - Education Section</u>	
	LB sent email out to TP's who are a reference for information posted on the website, requesting if information is still current and if it's ok to remain as a contact.	
	<b>Action:</b> LB to advise JM of any changes / amendments to website.	<b>LB</b>
	<b>Action:</b> LB to forward anything of interest from Google Group to JM to post on the website.	<b>LB</b>
	SA is currently reviewing document 'Transfusion Training for Different Staff Groups'.	
	<b>Action:</b> Once reviewed, circulate to working group for comments. Provide final draft to JA.	<b>SA</b>
<b>4</b>	<b>Newly Qualified Nurses Educational Event</b>	
	Confirmed dates / venues for events and who is going to attend from the group:-	
	<ul style="list-style-type: none"> <li>Manchester Blood Centre, Monday 19<sup>th</sup> March: JA / PH / CP / SA / LA</li> <li>Liverpool Blood Centre, Friday 30<sup>th</sup> March: LMc / LB / LH / EW</li> </ul>	
	<u>Flyer</u>	
	Flyers for both events have been designed and sent out to the group for comments. Further comment ~ point 3, Role of BMS / Laboratory this should be put in full. Also, include a closing date for registrations which should be mid February to allow delegates to apply for leave. Flyer is to distributed to TP's at each Hospital to circulate within own Trust. Manchester date ~ Manchester Hospitals / Liverpool date ~ Merseyside and North Wales Hospitals	
	<b>Action:</b> Flyer to be distributed / advertised by end of this week, Friday 13 <sup>th</sup> January 2012.	<b>JA/ JM</b>
	<u>Catering</u>	
	<b>Action:</b> JM to arrange nearer the date.	<b>JM</b>
	<u>Delegate Packs</u>	
	JA emailed to group list of suggested educational material to be included which others added to.	
	<b>Action:</b> JA to request material from Oxford.	<b>JA</b>

# Minutes of the North West Regional Transfusion Committee incorporating North Wales Education & Training Working Group Telecon Date: Monday 9<sup>th</sup> January 2012

## Speakers

Members of the group were to seek speakers for the event. Update as follows:-

- JA: SHOT Case Studies ~ Julie Ball confirmed for both Manchester & Liverpool.
- JA: Indications for Transfusion ~ 4 Haematology SpR's approached.
- JA: Donation Services & Supplies ~ Scientific & Technical Training who carry out the blood centre tours, suggested to ask them to speak about these areas.  
**Action:** JA to contact Scientific & Technical Training. JA
- LB/SA: Role of BMS ~ LB awaiting confirmation from speaker for Liverpool. PH has confirmed a speaker for Manchester who is willing to speak at Liverpool event.  
**Action:** LB to confirm with PH by end of the week. LB
- LB/PH: Understanding Blood Results ~ LB awaiting confirmation from speaker from Liverpool. PH has confirmed a speaker for Manchester who is willing to speak at Liverpool event.  
**Action:** LB to confirm with PH by end of the week. LB
- CP: Transfusion Process / Reactions (to include ABO Compatibility)  
**Action:** CP to liaise with KP re speakers. CP/  
KP

## Quizzes / Interaction Sessions

Suggested to ask speakers to include a few questions at the end of their presentation to consolidate learning ~ use fruit cards.

Use general knowledge quiz as ice breaker at beginning of the day.

Mapping quiz after lunch ~ delegates in small groups.

Blood group quiz to be done after Transfusion Reactions.

## Programme

Discussed programme for the day including timings and order of topics.

**Action:** JA to draft programme and email to group for comment. JA

<b>5</b>	<b>AOB</b>	
	<p>'Journey of a Bag of Blood' Education Event to be held on Wednesday 30<sup>th</sup> May 2012, Education Centre at Gwynedd Hospital. For further information, please contact EW.</p>	
<b>6</b>	<b>Date of Next Meeting</b>	
	<p>Telecon: to be held Friday 24<sup>th</sup> February 2012 at 11am. Meeting: Friday 20<sup>th</sup> April 2012 at Liverpool Blood Centre 1030hrs - 1500hrs</p>	