

**Confirmed Minutes of the South Central RTT Telecon
Held on 1 February 2019**

Attendees	
Anwen Davies (AD) Nigel Sargant (NS) Alison Davies (ADa) Tanya Hawkins (TH) Kerry Dowling (KD)	Kim East (KE) Jacky Nabb (JN) Nigel Sargant (NS) Cathy Lim (CL)
Apologies	
Simon Stanworth	

1	Minutes of Previous The minutes of the meeting on 2 October 2018 were confirmed	
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2	<p>Non Haem Consultant The Consultant Haematologist identified previously by KD has confirmed they are unable to join the RTT, KD has other possibilities she will contact</p>	KD
3	<p>Feb 28th 2019 RTC meeting</p> <ol style="list-style-type: none"> 1. <u>Speakers</u> Speaker has had to pull out of the meeting. CL has identified another speaker who has agreed to give a talk. From the Royal Centre for Defence Medicine. Anwen has contacted him to propose content for his talk 2. <u>Sli.do</u> It was agreed to advise delegates of the opportunity to use Sli.do to ask questions of the speakers 3. <u>Workshops</u> <ol style="list-style-type: none"> a. The video will be moved to after lunch. JN to produce draft of key points from the video b. There will be 4 groups, 2 reviewing Elaine's story identifying the human factors and suggesting possible solutions. 2 considering case studies provided by KD and NS. NS to check agreement to present the Hampshire case study. Scenarios to be shared with RTT ahead of the day. c. RTT will join the teams to facilitate the discussions d. Thirty minutes will be given for workshop discussions and 30 minutes for presenting back key points 4. Blood Usage Presentation JN has requested feedback on usefulness of the presentation, there have been two responses so far from TPs who find it useful and have no changes. It was suggested we streamline the number of slides. JN and AD to review 	<p>JN</p> <p>JN</p> <p>NS</p> <p>AD/JN</p>
4	<p>Work Plan 2018 update</p> <ol style="list-style-type: none"> 1. <u>Review of work plan / summary report</u> <ol style="list-style-type: none"> a. The summary report produced by JN/AD was agreed, TACO audit report made available to be added. b. KD to request permission to publish her article on the 60-minute rule on the SC page of the JPAC website in pdf format. This can then be linked to the summary c. Southampton user group meeting date to be added d. Summary report to be sent to HTTs with the Hospital Liaison update in February and posted to the SC page of the JPAC website. 	<p>AD</p> <p>KD</p> <p>AD</p> <p>JN</p>
5	<p>Work plan 2019/20</p> <ol style="list-style-type: none"> 1. <u>Review of the points raised at the joint TP/TLM meeting</u> <ol style="list-style-type: none"> a. Standardising practice for Neonate packs within the region b. BMS Study Day, based on the one held in 2018 c. KPI template discussed at TP meeting and amended for Nov KPIs d. Iatrogenic Anaemia discussed at TP meeting and agreed no action e. Transfer of Blood with Patients, JS & KD to produce 	KD

	<p>results for end of the year to be reviewed as to how to progress</p> <p>f. Survey of Monoclonal antibodies policies. Review survey suggested by the TLM at OUH. JN to send to RTT</p> <p>2. <u>Theme for June 19th meeting - The theme was agreed as 'Transplants' proposed programme below</u></p> <p>a. Bone Marrow transplant, KD to identify a speaker</p> <p>b. Solid organ transplant, NS to speak to ADa to identify a speaker at Portsmouth</p> <p>c. Donation team NHSBT – AD/CL to identify a speaker</p> <p>d. Donor family or organ recipient, KD to contact speaker from a previous user group meeting</p> <p>e. Workshop on shared care</p> <p>3. <u>Education Day</u></p> <p>a. It was agreed to hold Transfusion Bites again in November JN to propose date based on previous years</p> <p>4. <u>BMS Study Day</u></p> <p>a. JN to write to TLMs to identify possible delegate numbers. It was agreed to consider hospitals outside of the region if numbers allowed.</p> <p>5. <u>Policies/Audits</u></p> <p>a. JN/AD to produce draft template of the work plan taking into account points raised at joint TP/TLM meeting and reports due from 2018 NCA audits and the PBM survey</p>	<p>JN</p> <p>KD NS</p> <p>AD/CL KD</p> <p>JN</p> <p>JN</p> <p>JN/AD</p>
6	Budget 2018/19 budget sufficient to cover Feb RTC. Sponsors to be sought for Transfusion Bites	JN
8	AOB None	
9	Next meeting February 28 th following RTC meeting	