

Confirmed Minutes
North West Regional Transfusion Committee
RTT Meeting
Date: Monday 20th January 2020, 13:30 – 15:30
Venue: Manchester Blood Centre

Attendees

Dr Craig Carroll	Chair, Salford Royal Hospital	CC
Jo Bark	NHSBT	JB
Pete Baker	Royal Liverpool Hospital	PB
Lydia Baxter	Salford Royal Hospital	LB
Rukhsana Hashmat	NHSBT	RH
Dave Simcox	Royal Liverpool Hospital	DS
Jane Uttley	Pennine Acute Trust	JU
Dr O Busari	Pennine Acute trust	

Minutes

Jane Murphy	RTC Administrator	JM
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Apologies

Jayne Peters	NHSBT / CMFT
Louise Hodgkinson	Counter of Chester Hospital

Actions

Item no.	Original Meeting/Date	Action	Owner	Status
2	20/01/2020	Minutes from RTT meeting on 5 th July 2019 to be 'confirmed' on website	JM	Completed
3	20/01/2020	Attendance list from October's RTC Meeting to be posted on the NW RTC Website	JM	Completed
3	20/01/2020	Send reminder to HTT's regarding representation at RTC meetings along with ToR	JM	Completed
4	20/01/2020	CC to liaise with pre-op medical groups regarding future RTC events	CC	New
5	20/01/2020	Draft HTC report to be sent to RTT members for feedback	JM	Completed
5	20/01/2020	HTC Report to be sent to HTC's by end of February	JM	Completed
5	20/01/2020	JB/JM to design flyer and programme for RTC Education Event in May 2020 and send to group for feedback	JB / JM	Completed
6	20/01/2020	Questions for "2 Sample Rule" survey to be decided by the TP group	JB / TP's	Completed
7	20/01/2020	JB to put CC in touch with Andrea Marshall, national PBMP lead for anaemia	JB	Completed
8	20/01/2020	CC to feedback to JP regarding ratification of MH flow diagram	CC	Completed
10	20/01/2020	Telecon to be set up to review / overhaul RTC Objectives	JM	New
11	20/01/2000	JU to feedback recent issue regarding transport system for platelets	JU	Completed

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Minutes

1 Apologies

The persons listed above sent their apologies prior to the meeting.

2 Minutes of RTT Meeting 5th July 2019

The minutes of the meeting were reviewed and agreed.

Action: JM to change to 'confirmed' and post on website.

JM

All actions completed.

3 NW RTC Meeting 4th October 2019

Meeting held at Liverpool Blood Centre.

Attendance

Good attendance by members - 44 attendees which included 4 HTC Chair's. 4 Trusts not represented. Certificate of attendance sent to all attendees.

Action: Attendance list to be posted on NW RTC website.

JM

Action: Send reminder to HTT's regarding representation at RTC meetings along with ToR.

JM

Evaluation results

Reviewed and discussed for meeting.

- Completion rate of forms – 68%
- Good feedback received – 100% would recommend this meeting
- All top box results 95% or over, apart from:-
 - Do you feel you were allowed to raise points? (87%)
 - Do you feel enough time was given to raise any concerns / issues? (67%)

**4 NW RTC Education Event “Anaemia Revisited” 29/11/2019:
Evaluation Results**

Evaluation results reviewed and discussed.

97 delegates attended, total attendance 109. Use of electronic evaluations and certificate of attendance - 96% completion rate.

Excellent feedback received. Top box results 3.61 / 4

Individual feedback has been sent to speakers.

Future events need to be advertised to broader community so right people attend.

Action: CC to liaise with pre-op medical groups regarding future events.

CC

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5 NW RTC Meeting / Education Event – 15th May 2020

Meeting and education event to be held jointly on the same day at Haydock Park Racecourse.

RTC Meeting

To be held in the morning; 09:45am - 11:45am.

Agenda items:

- 3) NBTC & RTC Chair's Meetings, 30th March: Jayne Peters attending on behalf of CC. JP to provide feedback.
- 4) Regional BSMS Data: Matt Bend to be asked to present.
- 5) Cell Salvage: CC to lead discussion around proposed cell salvage audit
- 6) Feedback from Hospitals: select themes of interest from the completed HTC reports. Ask for volunteer(s) to present at meeting.

HTC Report:

Report to include questions around anaemia management.

To be sent out to HTC's by of February.

Action: Draft report to be sent to RTT members for feedback.

JM

Action: HTC Report to be sent to HTC's by end of February.

JM

Education Event

Agreed education event to cover components. Suggested title "It's not just about the red cells..." Topics to be included:-

- How's it made?
- BSH Guidelines, use of platelet transfusion
- Cryo stat trial
- Use of TEG/TEM
- SHOT errors
- DOAC management
- Plant-2 trial

Action: JB / JM to put together a draft flyer and programme and send to the group for feedback.

**JB /
JM**

6 Regional Audits

Following RTC Meeting in October; CC wished to survey the region on the following topics:

- 2 Sample Rule
- PBM Delivery
- HTC Attendance

For the next quarter; group decided, the first survey to be carried out would be around the "2 sample rule". Once survey complete, to be reported back to RTC.

Action: Survey questions to be decided by the TP group.

**JB /
TP's**

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7 Anaemia Management Services within the NW Region

CC highlighted the need to revisit anaemia services in the region, partly because of the unification of several trusts and the more regional approach to cancer services.

Group decided to include questions about anaemia management in the HTC Reports to be completed for the RTC Meeting – please agenda item 5.

There is a national PBMP lead for anaemia, Andrea Marshall.

Action: JB to put CC in touch with Andrea Marshall.

JB

8 Major Haemorrhage

JP was asked by the Greater Manchester Trauma Network, to review the flow diagram 'Transfusion Management of Massive Haemorrhage: Major Trauma'. Prior to the meeting, JP sent final document to RTT members for ratification.

Action: CC to feedback to JP regarding ratification.

CC

9 RTC Budget

JM provided an update for 2019/20:-
Annual budget: £8,064
Sponsorship received: £4,127
Spent to date: £12,081
Remaining: £110

There will be no change in the allocated budget for the forthcoming financial year 2020/21.

10 NW RTC Objectives 2019/2020

Unfortunately, due to time constraints, the 2019/2020 NW RTC Objectives were not discussed.

Action: Telecon to be set up for group to review/overhaul RTC Objectives.

JM

11 AOB

NBTC PBM / EWG Meeting

CC attended this meeting on 13th January 2020 in London.

Transport systems for platelets

Action: JU to feedback recent issue to PB

JU

12 Date of Next RTT Meeting

Monday 13th July 2020 @ 1:30pm, Manchester Blood Centre.