

Confirmed Minutes
North West Regional Transfusion Committee
RTT Meeting
Date: Friday 5th July 2019, 10:00 – 12:00
Venue: Manchester Blood Centre

Attendees

Jayne Peters	NHSBT / MFT	JP
Pete Baker	Royal Liverpool Hospital	PB
Jo Bark	NHSBT	JB
Rukhsana Hashmat	NHSBT	RH
Louise Hodgkinson	Counter of Chester Hospital	LH
Jane Uttley	Pennine Acute Trust	JU
Luke Carter	MFT (SpR)	LC

Minutes

Jane Murphy	RTC Administrator	JM
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Apologies

Craig Carroll	Chair, Salford Royal Hospital
Lydia Baxter	Salford Royal Hospital
Dave Simcox	Royal Liverpool Hospital

Actions

Item no.	Original Meeting/Date	Action	Owner	Status
2	05/07/2019	Minutes from RTT meeting on 9 th July 2018 to be 'confirmed' on website	JM	Completed
3	05/07/2019	Attendance list from October's RTC Meeting to be posted on the NW RTC Website	JM	Completed
5	05/07/2019	JB to contact; Sharran Grey / Karen Farrar / SHOT and Dan Palmer regarding presenting at RTC Meeting	JB	Completed
5	05/07/2019	JM to send out "HTC Report for RTC Meeting" by end of July	JM	Completed
6	05/07/2019	JB to update programme and send to group for feedback	JB	Completed
6	05/07/2019	JB/JM to design flyer for RTC Education Event in November 2019 and send to group for feedback	JB / JM	Completed
6	05/07/2019	JM to contact regular companies requesting sponsorship	JM	Completed
8	05/07/2019	RTC objectives to be updated before October's RTC Meeting	JM	Completed
10	05/07/2019	JM to email Claire Allen to ask if she can be involved in the planning of the next TEG/TEM Study Day scheduled for March 2020	JM	Completed
11	05/07/2019	JM to send out email to RTC Members advising of funding at BBTS and ask for expressions of interest	JM	Completed
12	05/07/2019	JM to email Dr Allameddine to ask if he still wishes to remain a member of the group	JM	Completed

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Minutes

1 Apologies

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

2 Minutes of RTT Meeting 21st January 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 17th May 2019

Meeting held at Haydock Park Racecourse, in the morning prior to the education event.

Attendance

Great attendance by members - 47 attendees which included 3 HTC Chair's and 2 patient representatives. 1 Trust not represented.

Certificate of attendance sent to all attendees.

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

JM

Evaluation results

Reviewed and discussed for meeting:

- Completion rate of forms – 60%
- 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? (93%)
 - Do you feel enough time was given to raise any concerns / issues? (93%)
- Additional questions added to evaluation form;
"Do you prefer RTC Meeting & Educational Event to be held on the same day" - 57% answered yes / 43% did not answer

Poster presentation

Poster presentations were well received, as well as good feedback.

Posters displayed from:-

- Countess of Chester
- Liverpool Women's
- Macclesfield
- Royal Bolton

Plan to repeat this at future event.

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**4 NW RTC Education Event “The Truth About Transfusion”
17th May 2019**

Evaluation results reviewed and discussed. Very successful event, especially the presentation “Gender Healthcare / Implications in Blood Transfusion”.

84 delegates attended, total attendance 95. Use of electronic evaluations and certificate of attendance - 87% completion rate.

Excellent feedback received. Top box results 3.36 / 4

Individual feedback has been sent to speakers.

5 NW RTC Meeting, 4th October 2019

Meeting to be held at NHSBT Liverpool Blood Centre.

Discussed agenda and in addition to the standard items, the following items were suggested:-

- Red Cell Dosage Calculator at Royal Bolton Hospital - Implementation & feedback from clinical and lab perspective by Sharran Grey / Karen Farrar
- UKTLC Survey Update – SHOT representative
- RCI Case Studies – Dan Palmer
- Feedback from BBTS – 6 delegates to be funded by RTC

Action: JB to contact; Sharran Grey / Karen Farrar / SHOT and Dan Palmer regarding presenting at RTC Meeting.

JB

HTC Report; to be sent out to HTC's by end of July to allow time for completion and feedback to be collated before RTC Meeting.

Action: JM to send out “HTC Report for RTC Meeting” by end of July.

JM

**6 NW RTC Education Event “Anaemia Revisited”
29th November 2019**

“Anaemia Revisited” event is being held at Haydock Park Racecourse.

Programme

Prior to the meeting, Craig had sent an email to the group with suggested presentations for the programme. A draft programme was handed out at the meeting and discussed.

Action: JB to update programme and send to group for feedback.

JB

Action: JB / JM to design flyer for event and send to the group for feedback.

JB/JM

Sponsors

Action: JM to contact regular companies requesting sponsorship.

JM

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7 NW RTC Meeting / Education Event 2020

Discussed format of meetings / events for 2020. Agreed the following:-

- May: RTC Meeting; AM / Education Event; PM @ Haydock Park Racecourse
- October: RTC Meeting @ NHSBT Liverpool Blood Centre
- November: RTC Education Event @ Haydock Park Racecourse

8 NW RTC Objectives 2019 / 2020

Many of the objectives set are rolling items year on year. JB reviewed current objectives.

Objectives to be reviewed further following “Transfusion 2024” symposium.

Action: RTC objectives to be updated before October’s RTC Meeting. **JM**

9 Consultant Staffing Issues

Discussed whether any Trusts were facing problems regarding consultant’s time not being covered for attendance at HTC / RTC Meetings. Those present, were not aware of any issues.

10 Working Groups

Massive Haemorrhage Toolkit

Meeting held on Monday 1st July @ NHSBT Manchester Blood Centre. Toolkit to be recirculated to the group for feedback. JP speaking to Shuba Allard regarding National Guidelines.

TEG/TEM

Nothing to update.

Action: JM to email Claire Allen to ask if she can be involved in the planning of the next Study Day scheduled for March 2020. **JM**

11 RTC Budget

Update on current status provided by JM.

Agreed RTC to provide funding for 6 people to attend (2 per day) the BBTS Annual Conference 2019, 18th – 20th September, Harrogate. Colleagues who attend are to provide feedback at RTC Meeting in October 2019.

Action: JM to send out email to RTC Members advising of funding at BBTS and ask for expressions of interest. **JM**

12 AOB

National Pathology Week

Week commencing 4th November 2019. Events to be set up at NHSBT Centres which will include patient speakers in relation to transfusion #patients voice

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RTT Membership

Membership reviewed.

Action: JM to email Dr Allameddine to ask if he still wishes to remain a member of the group. **JM**

13 Date of Next RTT Meeting

Monday 20th January 2020, 1:30pm – 3:30pm @ NHSBT Manchester Blood Centre