

**UNCONFIRMED MINUTES OF NORTH WEST RTC  
CUSTOMER SERVICES & RTC CHAIR'S TELECON  
HELD ON  
MONDAY 23<sup>RD</sup> MARCH 2020**

**Attendees**

Craig Carroll (CC)  
Jo Bark (JB)  
Rukhsana Hashmat (RH)

Jayne Peters (JP)

**Minutes**

Jane Murphy (JM)

**Actions**

Item no.	Original Meeting/Date	Action	Owner	Status
2	09/09/2019	Minutes from Customer Services & RTC Chair's meeting on 9 <sup>th</sup> September 2019 to be posted website	JM	Completed
5	23/03/2020	October's RTC Meeting agenda to be discussed at RTT Meeting, 13 <sup>th</sup> July 2020	JM	Completed
7	23/03/2020	JP to send final flowchart 'Transfusion Management of Massive Haemorrhage: Major Trauma' to JM for posting on RTC website	JP	Completed
7	23/03/2020	JM to post above document on RTC website	JM	Completed
10	23/03/2020	JM to request to hold next RTT meeting as a telecon when reminder is sent out	JM	Completed

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**1. Welcome**

Everyone was present and welcomed to the telecon.

**2. Minutes of Customer Services & RTC Chair's Meeting, 9<sup>th</sup> September 2019**

The minutes of the last meeting were reviewed and agreed.

**Action:** Minutes to be posted on the website. (JM)

**3. Matters arising and current action list**

No outstanding actions, all completed.

**4. NW RTC Meeting / Education Event, 15<sup>th</sup> May 2020**

Due to COVID-19, both meeting and education event have been cancelled. JM has advised:-

- Speakers
- Sponsors
- Delegates
- Haydock Park

Haydock have confirmed there will be a cancellation charge of £504.15. We will be sent the invoice following the date of our event.

**5. NW RTC Meeting, 12<sup>th</sup> October 2020**

Agenda items scheduled for May's meeting to be transferred to this meeting. Agenda to be discussed further at next RTT Meeting.

**Action:** Agenda to be discussed at RTT Meeting, 13<sup>th</sup> July 2020. (JM)

**6. NW RTC Education Event, 20<sup>th</sup> November 2020**

May's programme to be transferred to November event.

Speakers

JM has asked confirmed speakers from May's event to speak on this date.

Sponsors

JM has asked confirmed sponsors from May's event to support on this date.

**7. Working Groups**

Massive Haemorrhage

JP was asked by the Greater Manchester Trauma Network, to review the flow diagram 'Transfusion Management of Massive Haemorrhage: Major Trauma'. This was ratified by RTT members at the meeting in January 2020. Flowchart to be posted on the RTC website.

Re-audit of regional 'MH in Trauma' has been rescheduled for Autumn / Winter.

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**Action:** JP to send final flowchart 'Transfusion Management of Massive Haemorrhage: Major Trauma' to JM for posting on RTC website. **(JP)**

**Action:** JM to post above document on RTC website. **(JM)**

UKCSG

CC attended meeting in Birmingham. Group to support:-

- NCA
- Review of practice delivery

**8. RTC Budget**

Budget all spent for financial year 2019/2020.

SHOT Annual Symposium, 7<sup>th</sup> July 2020

Registrations have been suspended.

RTC to continue to support RTC members attending educational events.

**9. A.O.B.**

Blood Usage

JB advised holding weekly telecons with JP & RH to look at blood usage across the NW hospitals, in particular, O Neg usage.

Blood Stock

Currently ok. Donations down 15% as is demand. There is a designated Coronavirus page on the H&S website where current blood stock levels can be viewed

<https://hospital.blood.co.uk/business-continuity/coronavirus-covid-19/>

**10 Date of Next Meetings**

RTT Meeting

13/07/2020, 1.30pm @ Manchester Blood Centre. Suggested to hold this meeting as a telecon.

**Action:** JM to request to hold as a telecon when reminder is sent out. **(JM)**

Customer Services & RTC Chair's Meeting

21/09/2020, 1:30pm @ Manchester Blood Centre