

**Confirmed Minutes**  
**NW RTC incorporating North Wales**  
**Customer Services & RTC Chair's Meeting**  
**Venue: Manchester Blood Centre**  
**Date: Monday 21st September 2015, 14:00hrs**

**Attendees**

Mike Desmond (MD)  
 Craig Carroll (CC)  
 Jayne Addison (JA)  
 Kate Pendry (KP)

Chair, Liverpool Heart & Chest Hospital  
 Consultant Anaesthetist, Salford Royal  
 PBM Practitioner, NHSBT Liverpool  
 Consultant Haematologist, NHSBT Manchester

**Apologies**

Tony Davies (TD)  
 Rukhsana Hashmat (RH)

PBM Practitioner, NHSBT Manchester  
 CSM, NHSBT Manchester

**Minutes**

Jane Murphy (JM)

RTC Administrator

**Actions**

Item no.	Original Meeting Date	Action	Owner	Status
2	21/09/2015	Minutes of last meeting to be updated and changed to 'confirmed' on the website	JM	Completed
4	21/09/2015	KP to ask Seema Agarwal and Claire Allen if they would be interested in organising the 4 <sup>th</sup> Annual TEG/TEM Study Day in March 2016	KP	Completed
4	21/09/2015	CC to forward details on Twitter to JA & KP	CC	Completed
5	21/09/2015	Handover of RTC Chair to be done at end of RTC Meeting. JM to add to agenda	JM	Completed
5	21/09/2015	JM to send email requesting volunteers to deliver Presentation on "O Neg Use – Best Practices" at RTC Meeting	JM	Completed
6	21/09/2015	JM to send copy of delegate list for education event in November to CC	JM	Completed
6	21/09/2015	JM to email Dayfdd Thomas regarding chairing session 2 at education event in November	JM	Completed
6	21/09/2015	JM to send follow up email to Tim Hayes, speaker at education event in November	JM	Completed
6	21/09/2015	CC to send RCOA link to JM	CC	Completed
7.1	21/09/2015	KP to mention repeat of Major Haemorrhage Audit in Trauma at RTC Meeting	KP	Completed
7.2	21/09/2015	KP to email Seema Agarwal to see if she would be interested in leading the TEG/TEM Group	KP	Completed
7.2	21/09/2015	KP to send MH proforma to CC	KP	Completed
8	21/09/2015	JM to send out email to RTC Members offering funding including travel for Red Cell SIG, 30/10 & BBTS Spotlight on Platelets, 11/11	JM	Completed
10	21/09/2015	KP to ask Tom Trimble and Marie Green at CMFT if they would be willing to share experience on wastage at RTC Meeting	KP	Completed

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<b>1</b>	<b>Welcome &amp; Apologies</b>	
	Mike welcomed everyone to the meeting and thanked everyone for attending. Tony and Rukhsana sent their apologies prior to the meeting.	
<b>2</b>	<b>Minutes of HL &amp; RTC Chair's Meeting 30<sup>th</sup> March 2015</b>	
	The minutes of the last meeting were reviewed. <b>Action:</b> JM to update and change to 'confirmed' on website.	<b>JM</b>
<b>3</b>	<b>Matters Arising and Current Action List</b>	
	All actions complete.	
<b>4</b>	<b>NW RTC Objectives 2015/16</b>	
	Objectives reviewed and will be on the agenda at the NW RTC Meeting on 19 <sup>th</sup> October 2015. The following points were discussed:-	
	<u>TEG/TEM Study Day</u> Kate highlighted that due to the time involved she possibly will not be able to support organising the next annual TEG/TEM Study Day. It was suggested that maybe Seema Agarwal or Claire Allen might be interested in arranging the next event, scheduled for March 2016. <b>Action:</b> KP to ask Seema Agarwal and Claire Allen.	<b>KP</b>
	<u>Promote a regional approach to ICS delivery</u> CC discussed the plans for this objective. Highlighted how there is interest from the TP Google Group re cell Salvage.	
	<u>NW RTC Twitter Account</u> Discussed the use of the NW RTC Twitter account. CC advised how you can pre load tweets via an "app" regarding an event and suggested this for the forthcoming RTC educational event. <b>Action:</b> CC to forward details to JA & KP.	<b>CC</b>
<b>5</b>	<b>NW RTC Meeting 19<sup>th</sup> October 2015</b>	
	<u>Agenda</u> Reviewed and discussed draft agenda.	
	MD to handover to new RTC Chair CC at the end of the meeting. <b>Action:</b> JM to add to agenda.	<b>JM</b>
	Suggested to have presentation on "O Neg Use – best practices" at meeting. <b>Action:</b> JM to email for volunteers.	<b>JM</b>
<b>6</b>	<b>NW RTC Education Event 'Patient Blood Management for Anaesthetists' 20<sup>th</sup> November 2015</b>	
	<u>Delegates</u> 99 delegates currently registered for the event. <b>Action:</b> JM to send copy of delegate list to CC.	<b>JM</b>

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Sponsors

6 companies sponsoring the event, totalling £1,950. Possibility of 1 further company following enquiry from Sarah Haynes.

Speakers

9 speakers confirmed. Awaiting confirmation from 2 others. CC and KP to chair 2 out of the 3 sessions.

**Action:** JM to email Dayfdd Thomas regarding chairing session 2. **JM**

**Action:** JM to send follow up email to Tim Hayes. **JM**

RCOA CPD Credits

**Action:** CC to send link to JM **CC**

**7 Working Groups**

7.1 **Audit**

- Repeat of Major Haemorrhage Audit in Trauma planned for January 2016, in line with peer review requirements. Results of audit to be reported at RTC Meeting in April 2016.

**Action:** KP to mention audit at RTC Meeting. **KP**

7.2 **Policies / Guidelines**

- TEG/ROTEM: 4th annual study day to be planned for March 2016. Algorithms to be built into Massive Haemorrhage Toolkit.

**Action:** KP to email Seema Agarwal to see if she would be interested in leading this group. **KP**

- Pre Op Anaemia: Workshop held 18<sup>th</sup> September at Manchester Blood Centre. More hospitals engaged. Best practices being shared. Supporting hospitals that are identifying obstacles. Toolkit about to go live on Hospital & Sciences website.

- Massive Haemorrhage: Toolkit to be reviewed in relation to NICE guidelines.
- Action:** KP to send MH proforma to CC. **KP**

**8 RTC Funding of Educational Events**

Discussed and agreed to fund 2 places plus travel at the following events:-

- Red Cell SIG, 30<sup>th</sup> October – NHSBT, Filton
- BBTS Spotlight on Platelets, 11<sup>th</sup> November – Motorcycle Museum, Birmingham

**Action:** JM to send out email to RTC members offering funding to above events. **JM**

**9 RTC Budget**

JM provided an update:-

Annual budget : £8,064

Sponsorship received: £2,018

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Spent to date: £1,523  
To be debited: £4,500  
Remaining: £4,059

**10      AOB**

Wastage across the region

Discussed about MD presenting at RTC Meeting. Suggested CMFT experience to be shared.

**Action:** KP to ask Tom and Marie Green at CMFT if they would be willing to share CMFT experience. **KP**

**11      Date of Next Meetings**

- Pre RTC Meeting ~ 19/10/2015, 11am @ Liverpool Blood Centre (before RTC Meeting)
- RTT ~ 11/01/2015, 2pm @ Manchester Blood Centre
- Customer Services & RTC Chair's ~ March 2016, TBC