

**EAST OF ENGLAND REGIONAL TRANSFUSION TEAM**

Minutes of the meeting held on 11 February 2020, The DoubleTree by Hilton Cambridge Belfry  
14:00pm – 16:00pm

**Attendance:**

Name	Organisation	Name	Organisation
Nicola Jones <b>NJ Chair</b>	Royal Papworth	Gilda Bass <b>GB</b>	West Suffolk
Dora Foukaneli <b>DF</b>	CUH / NHSBT	Michaela Lewin <b>ML</b>	CUH
Frances Sear <b>FS</b>	NHSBT	Katherine Philpott <b>KP</b>	CUH
Clare Neal <b>CN Minutes</b>	NHSBT	Tracy Nevin <b>TN</b>	Princess Alexandra
Debbie Asher <b>DA</b>	NNUH	Monzeer Ibrahim <b>MI</b>	CUH
Lisa Cooke <b>LC</b>	Queen Elizabeth KL		

**Apologies:** Claire Sidaway **CS** Mohammed Rashid **MR**

**1. Welcome:** **NJ** welcomed those present.

**2. Minutes agreed:** Minutes agreed as correct.

Action 1 – to be discussed during meeting.

Action 2 – ongoing

Action 3 – ongoing

Action 4 – ongoing

**3. RTC Business**

Creating Links - **KP** will look into the Quality Managers Meeting further. Is there anything already out there? Could they link with the Lab Managers Group. Transfusion Consultants do not get together. Should they come together with the TP's and split off for their own meeting? Encouraging the HTC Chairs to attend the RTC Meeting would be really beneficial.

**4. Budget**

The budget for booking rooms is very small. Other RTC's receive sponsorship for RTC meetings and this is something that may need to be considered for future meetings. Rooms may need to be booked further afield for 2021, it was suggested that locations of meetings could be rotated around the region. **CN** to look into options further.

**5. Education Events for 2020**

- **Mums, Babies and Blood** is currently being planned for June 2020. Date to be confirmed. It was discussed whether this should be run in smaller groups locally rather than as a larger event. **DA** sent an email to 3 hospitals but heard nothing back. **FS** has not received any other feedback. **DF** wondered if holding half a day at local hospitals may increase attendance. **NJ** suggested trying to link in with current training programmes and finding out what is currently being taught. The June date will run with the view of trying to develop a programme that can be picked up and delivered locally.
- **BMS Study Day** is planned for 1st May 2020 at the Cambridge Centre. An email has been sent to TLM's asking for suggestions for this day. Suggestions included:-
  - Quality / Re-calls
  - Processes of NHSBT
  - Hospital Services input
  - Incident reporting and what goes on
  - Is this reportable or not reportable?
  - This is your case, what are you going to do with it?
  - Dicing with Death
  - O D Neg - Statistics
- **Main Study Day** - Suggestions for this year have included Human Factors, Back to Basics. The recent study day only had just over 40 people in attendance. Financially this is not viable. We need

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to plan more in advance. **GB** felt that being clear about target audience. **DF** noted that Newcastle had 250 people at a recent study day. **FS** confirmed that there are two regions that are really active and engage, they also have access to free venues. **NJ** suggested having a morning session to cover basics and an afternoon to break out for workshops. There would need to be a mix of attendees to ensure that the workshops would work.

Should a 'Update the Trainer' day be put on, inviting the contacts for junior doctors, midwives and link nurses, this information would then be disseminated back to those in training. **ML** felt it would be good if we could use Anglia Ruskin simulation rooms. If this was not possible, depending on numbers, this could be held at the Cambridge Centre or look elsewhere if numbers are higher. All staff will try to find contacts for junior doctors / midwives / link nurses to try and form links and see what is currently out there and what interest there is in working together.

Other suggestions included creating podcasts, webcasts that can be accessed at any time so that colleagues find it easier to access information and training as cannot always be released for study days. Presentations could be videoed and put onto a youtube channel or link sent out for colleagues to view.

- **Transfusion 24** - not sure when this will be available so this could be discussed at RTC or an extra meeting could be put on to focus on this.
- **Blood Stocks** - this will be looked into further.

6. AOB None.

### 7. Date and time of next meeting and close

Tuesday 12<sup>th</sup> May 2020, Holiday Inn, Impington / Thursday 22<sup>nd</sup> October 2020, Holiday Inn, Impington

### Actions:

No	Action	Responsibility	Status/due date
1	Education Events <ul style="list-style-type: none"> <li>Mums Babies Blood – June</li> <li>BMS Study Day – May</li> <li>Blood Stocks – Autumn</li> <li>Main Study Day?</li> </ul>	ALL – create links with universities in how to link in with current training being offered	Feedback at next RTT – 12 May
2	Toolkits Feedback to FS	Michaela Lewin / Julie Jackson	Feedback at next RTT – 12 May
3	RTT Membership Suggested names for Deputy Chair to NJ / FS / CN	ALL	ASAP for appointment before next RTC – 12 May
4	Lab Survey Feedback to FS Brian will update survey Survey sent to TLMS's	ALL FS CN	In Progress Feedback at next RTT – 12 May
5	Create Links <ul style="list-style-type: none"> <li>Quality Managers Meeting</li> <li>Transfusion Consultants / TP's</li> <li>HTC to come to RTC</li> </ul>	KP – Quality Managers Meeting	Next RTC/T - 12 May
6	Budget – Explore alternative venues to reduce cost and look at possible sponsorship for RTC Meetings	CN	Next RTC / RTT – 12 May