

**Confirmed Minutes of Regional Transfusion Team (RTT)
Telecon Meeting
Wednesday 19 February 2020**

Present:

Dr Falguni Choksey	(FC)	RTC Chair, University Hospital Coventry & Warwick NHS Trust
Suzy Biggs	(SB)	NHS Blood and Transplant
Maxine Boyd	(MB)	The Royal Wolverhampton NHS Trust
Mike Herbert	(MHe)	The Royal Wolverhampton NHS Trust
Dr Suzy Morton	(SM)	University Hospital Birmingham/NHS Blood and Transplant
Angela Sherwood	(AS)	Acting Chair - NHS Blood and Transplant
Dr Craig Taylor	(CT)	RTC Vice-Chair, Dudley Group of Hospitals NHS Trust
Caroline Tuckwell	(CMT)	Dudley Group of Hospitals NHS Trust

Apologies:

Dr Charles Baker	(CB)	Royal Stoke University Hospital NHS Trust
Mandeep Dhanda	(MD)	Walsall Healthcare NHS Trust
Cathy Lim	(CL)	NHS Blood and Transplant
Dr Chris Newson	(CN)	Walsall Hospitals NHS Trust
Dr Richard Whitmill	(RW)	The Royal Wolverhampton NHS Trust

1. Welcome and Apologies

The RTC Chair welcomed everyone to the meeting.

2. Minutes and Actions from RTT Telecon Meeting – 22 August 2019

RTT Minutes

Dudley – Nursing Associate (point 4), to remove from August minutes as incorrect

Other contents of the minutes were accepted as a true record.



RTT Mins 21 Aug
19.doc

Actions:

RTC Hospital report

It was suggested setting up a template of 5 or 6 questions, to share with the RTC members should they be unable to attend the Business meetings. FC/SM/AS offered to set up the questions outside the group and let the team know.

Action: FC/SM/AS

FC will also raise it at the next NBTC chair's meeting in London in March 20.

Action: FC

Attendance at Meetings – SB is continuing to log attendance at meetings on an ongoing basis.

Pre-op Anaemia Survey – MD was not present at the meeting, due to annual leave, so this will be carried-forward. We will ask about the pre-op survey – which would be a good abstract to submit to BBTS group. SB will contact her after her return.

Action: MD

Audit - WM Delayed transfusion – This audit has now commenced in the WM region. The lead for this audit is Julie Buchan.

Nursing Associate (NA) –

The NA role has promoted discussion with regards to the administration of blood and has highlighted variation for the permission of this task in hospitals within the region. A response from the WM RTC to be delivered at the next NBTC. SM and FC to draft.

Action: FC to raise at the NBTC meeting in London.

All other actions completed or on the agenda.

3. RTC Conference – 05 November 2019 – Evaluation

“Remember Remember the 5th of November – Transfusion Brexit & Clots” – AS reported that 89 / 100 had attended on the day. However, only 19 had submitted feedback. The day evaluated well with good feedback for the speakers/food and venue. Most people were not happy about the conference room, which was hard to view from different parts of the room. This has been fed back to the venue.

4 HTT Workshop & RTC Business Meeting – Friday 03 July 2020 – Birmingham New Street

– Title suggestions:-

- Blood Stocks with a presentation from Mathew Bend NHSBT
- Emergency Planning (but may be too soon after previous workshop)
- Emergency Planning Business Continuity (as UCAS were targeting this). Also, good topic for Lab Managers
- MH suggested possibility of contacts from Leeds **Action: SB**

- 4 or 5 scenarios' to split into groups – for maybe 2 hour discussions - then feedback to the group.

Suggested potential scenarios:-

- IT shortage
- Blood shortage
- Coronavirus (staff shortages)
- Floods – (staff difficulties)

Action: SB to create a flyer when title has been established

5. RTC Autumn Conference 2020 – 11 November 2020

Venue:-

SB reported that she had a date held with Worcester hospital for the conference.

Worcester were offering quite a discount, if booked in the name of the TP.

SB has confirmed the date with hospital, and will send a calendar invitation to the group. **Action: SB**

Title:- Not agreed to date

Subjects:

- SHOT reports/themes
- Update SaBTO
- Patient speakers – can the group think about ideas/names for AS to contact

Action: All

6. RTC Objectives (Workplan)

AS has reviewed the RTC Objectives (as previous objectives out of date).

This is in draft format for the group to review. AS/SB will circulate a copy to the group, for any comments or changes.

Action: AS/SB

7. AOB

None raised.

8. Date and Time of Next Meeting

SB to send a doodle planner to arrange a meeting dates before the end April (Wed 22 was good for FC and CT)

Action: SB