

Confirmed Minutes of Regional Transfusion Team (RTT) Telecon Meeting

Tuesday 30 May 2017

Present:

Dr Chris Newson	(CN)	RTC Chair, Walsall Hospitals NHS Trust
Suzy Biggs	(SB)	NHS Blood and Transplant
Maxine Boyd	(MB)	The Royal Wolverhampton NHS Trust
Mike Herbert	(MH)	The Royal Wolverhampton NHS Trust
Cathy Lim	(CL)	NHS Blood and Transplant
Dr Suzy Morton	(SM)	University Hospital Birmingham/NHS Blood and Transplant
Angela Sherwood	(AS)	NHS Blood and Transplant

Apologies:

Dr Charles Baker	(CB)	Royal Stoke University Hospital NHS Trust
Gregory Barber	(GB)	City and Sandwell NHS Foundation Trust
Jayne Khorsandi	(JK)	Heart of England NHS Foundation Trust
Dr Craig Taylor	(CT)	RTC Vice-Chair, Dudley Group of Hospitals NHS Trust
Craig Wilkes	(CW)	NHS Blood and Transplant

1. Welcome, Present and Apologies

The RTC Chair welcomed everyone to the meeting and apologies were received as above.

2. Minutes and Actions from RTT Telecon Meeting – 16 Mar 2017

RTT Telecon minutes were accepted as a true record.

Actions from previous minutes:

- RTC Vice Chair role - SB said Dr Katie Randall is attending our meeting 28 June. Any other new senior recruits recently taken on, SM will send SB their emails so I can send a welcoming email including an invite to our next meeting in October. We need to reassure people that we are not looking to put them in a chair or VC role immediately. **Action: SM still to send email addresses to SB**
- CPD points – CN has almost approved this set up and needs to complete the high level objectives. **Action: CN has still to set this up**

3. HTT Workshop and RTC Board Meeting – Wed 28 June 2017

DATE: **WEDNESDAY 28 JUNE 2017**

TITLE: **“Get Stuck In”**

VENUE: **QEHB - EDUCATION CENTRE (inside main QE2 – Seminar Room 1)**

TIMES: 09:30 - 14:00 - HTT Workshops and lunch

TIMES: **14:30 - 16:00 - RTC Business Meeting – NHSBT Vincent Drive Meeting Room 2**

- CL confirmed she would be contacting Tina Taylor to help guide/support one of the groups.

4. RTC Conference & Board Meeting – Monday 30 October 2017

DATE: **Monday 30 October 2017**

TITLE: ***“The Human Factor – with Halloween Theme”***

VENUE: **Worcester Hospital - learning centre and the Crompton room**

- AS contacted airline pilot from Bromley, but, unfortunately he could not make our date.
- AS confirmed she has arranged a lady speaker from SHOT.
- SM spoke about UK plc Human Errors from Lab??? -
- AS will contact Dr Doughty's husband James Doughty to speak?
- CN is happy to talk about his flying experience (CRM)??
- SM will contact Tom? Regarding presenting??
- CL is producing a flyer for the event, which will be Halloween themed

Action: CL to set up a flyer for the event

6. AOB

- None raised.

7. Date of next meetings

- RTT Telecon - SB to be arrange the next telecon in circa two months time (July)
Action: SB to set up another RTT telecon
- Road show face to face meeting – CN is still to send SB dates for setting up our lunchtime educational sessions’.

Action: SB to set up another RTT face to face meeting