Shared Care Working Group Summary of Update given at May 2012 RTC

Objective of the project: To get improvement on the use of a shared care documentation.

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Introduction

The Shared Care Working Group was established following a breakout session at the February 2011 RTC as all agreed that it is important to support hospital-to-hospital communication for patients that require specialist blood components.

At the May 2012 RTC Brian Robertson, on behalf of the working group, launched the new London RTC Special Requirements Template and highlighted other ways to communicate between hospitals and encouraged their use.

The working group will run a survey later this year to assess the impact and update of increased communication using these tools.

Options for communication

Two current options for communication between transfusion laboratories were presented, and the idea was to get standard information on the forms that will be used for the shared care of patients. Implementation of the any form is the responsibility of the hospital using it and the working group was not prescriptive at which stage documents should be completed (e.g. during admission, request for blood or discharge), but should be sent to referring hospital once received and are encouraged to use the one which suit them best.

1. Existing Tri-Regional Shared Care Document

This form was developed in June 2010 to enhance communication between the London, East of England and South East Cost RTC regions. Some London Hospitals expressed that this is working well in some clinical settings.

This is available as a word document from the London RTC website: [http://www.transfusionguidelines.org.uk/Index.aspx?Publication=RTC&Section=28&pageid=7694](http://www.transfusionguidelines.org.uk/Index.aspx?Publication=RTC&Section=28&pageid=7694)

2. New London RTC Special Requirements Template

The development of this template was a result of discussion during the February 2011 RTC breakout group. The format of this template reflects those special requirement forms sent in from hospitals within the London RTC region.

This is available as a word document from the London RTC website: [http://www.transfusionguidelines.org.uk/docs/misc/rtc-lo_2013_06_R_shared_care_sr_request.doc](http://www.transfusionguidelines.org.uk/docs/misc/rtc-lo_2013_06_R_shared_care_sr_request.doc)

It is in a Word document format to allow you to add in and remove items as you see fit.
It has standard sections on the template which the working group felt should be on any shared care from used for effective communication. These are shown in red, figure 1, below.
The form has been designed for adaptation for each Trust allowing the Hospital Trust logo to be added and any document control notification to be added and hospital details to be added to the fax information (Green on form).

On the back of the page is information which helps supports the education of clinical staff that authorise the use of blood components. This can be kept and changed to local guidelines or box indications which can be added to the front side.

**Figure 1: RTC Special Requirements Template Sections**

1. Space for Hospital Header and Doc Control
2. Patient identification details
3. Identify if patient receiving care from another hospital
4. Details of special blood component requirements and requestor
5. Communication of Shared Care and Audit trial
6. Space for Hospital Footer and Doc Control

The form has been purposely designed for adaptation within each hospital but we do recommend that you use the standard information required for shared care on this template or an existing internal form.

**Fax numbers for hospitals with in the SE**

During the breakout session a number of delegates noted that it was hard to find fax numbers for other hospitals blood transfusion laboratories, even though it was reported that these had been e-mailed out at the launch of the Tri-Regional Shared Care Document.

A list of hospital fax numbers is available from the following website: [https://sites.google.com/site/sharedcarelondonrtc/](https://sites.google.com/site/sharedcarelondonrtc/)

The document is password protected and its use is only to support communication of patient special requirements between hospitals. The password will have been sent to you via e-mail by the London RTC Administrator.

*Thank you for taking the time to review this information that was presented at the May 2012 London RTC. Further work and an update on this will be given at the October 2012 RTC.*

If you have any questions for the Shared Care Working Group please contact; Aman Dhesi, Transfusion Liaison Practitioner for London, 0203 123 8452 or amanpreet.dhesi@nhsbt.nhs.uk