

Yorkshire & The Humber Regional Transfusion Committee

Confirmed Minutes of Regional Transfusion Team Meeting (Y&H - RTT)

Wednesday 2nd May 2012 11.00 – 12.30

Lecture Theatre, Leeds NHSBT

Present :

• Robert Elshaw (RE)	Transfusion Lab Manager	Chair - N Lincs & Goole
• Anne Davidson (AD)	Transfusion Liaison Nurse	NHSBT
• Sue Smith (SS)	Consultant Anaesthetist	York Hospital
• Tina Ivel (TI)	Transfusion Practitioner	York Hospital
• Stephen Shaw (SSh)	Transfusion Practitioner	Mid Yorkshire Trust
• Ruth Harding (RH)	Transfusion Practitioner	Barnsley District
• Odette Colgrave (OC)	RTC Administrator	NHSBT

Apologies:

• Gary Steel (GS)	Transfusion Lab Manager	Rotherham General Hospital
• Tracie Taylor (TT)	Transfusion Nurse Specialist	Rotherham General Hospital

1. Welcome & Apologies

RE welcomed everyone to the meeting particularly the new members SSh and RH which is their first RTT meeting and introductions were made. Apologies were noted.

2. Minutes of the last RTT Meeting held on 16th November 2011 and matters arising

The circulated Minutes (Paper 1) were accepted as a true record and will be placed on the website as "Confirmed".

RE advised that following contact with Alwyn Koze (AK) regarding his position on the RTT team and his lack of attendance, AK advised that due to pressures at work he was unable to attend the RTC meeting today. He therefore handed his resignation from the RTT team as he no longer can commit to being a member. However AK did advise he would still very much like to be involved with the RTC.

RE advised the RTT now needs another new clinician to join the RTT and AD agreed to send an email to see if we can recruit a new member to the team. RH advised it would be worth contacting all the HTC Chairs initially. SSh advised AD could contact Dr David Gibson at Mid Yorks trust who may be interested.

Action: AD to send an email to clinicians for a new member to join the RTT

3. Y&H RTC Budget

3.1 Report and review of commitments (Paper 2)

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OC went through the report. All the RTC budget for 2011-12 has now been spent with a slight overspend at the year end. All items purchased and sponsorship received were listed on the paper handed out. The largest expenditure was to cover the cost of this year's annual symposium to be held at Pinderfields but the whole invoice has now been paid in advance.

Unsure on what the next financial year budget will be but hoping it will be the same. RE advised the RTC will still like to fund regional projects. AD advised with the support from the RTC will be looking to run a Quality Audit Training Workshop.

4. Update from NBTC Executive working group – 24.01.2012



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Action: AD to organise / arrange a working group to write key points in respect to NPSA Safer Practice Notice 14.

RE raised the issues around long term transfusion and do we really ask the patient on how they are feeling. Do we ask them questions and document this in their notes. All trusts are encouraged to do a patient questionnaire. RE suggested perhaps on their 6th visit can we begin to ask how was their treatment / journey through their transfusion experiences etc.

AD suggested it would be useful if we could combine this before nurse authorisation and then afterwards to see the results and benefits.

Action: TI will send a copy of their patient questionnaire to AD.

RE is unable to attend the 'Patient Blood Management' seminar on the 18th June 2012 and would like a representative to go on his behalf. TI advised will ask her trust if she can attend.

5. Annual Work Programme

5.1 Education Activities

- **RTC Annual Study Day 25/10/2012 - Update**

Blood and Guts – 25th October 2012, Pinderfields Hospital

70 delegates now registered. One speaker unfortunately has pulled out and we need to find a replacement. SS concerned regarding the 3 morning speakers may overlap in their talks. We will ensure all speakers interact with each other prior to the event.

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- Future study days / topics
 - Quality Audit Training Workshop (Edwin Lindsay)
 - TP Development Day – Business Cases, GMP Training, MHRA etc
 - Roll out of blood patient management
 - Competencies project ongoing and will be rolled out to all hospitals (see below)
 - Audit working group aiming to do first audit on major haemorrhage
 - Paediatrics / neonates / midwives event to be planned during 2012/13

5.2 Regional projects

- Y&H Competencies Project (*Paper 4*)



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- Nurse authorisation regional project



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5.3 Audit Working Group

This new established working group has now had one meeting and the next task will be to plan a major haemorrhage audit for early next year. The next meeting is scheduled for 28th May 2012. Brian Hockley is very keen to develop a national tool for major haemorrhage. There are other regions doing these audits with their own proformas.

5.4 Newsletter

It was decided to write the Y&H newsletter twice per year and to publish on the website.

6. Future RTC meeting – October/November 2012

The next RTC meeting will be on Wednesday 7th November 2012, Leeds NHSBT

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7. Expired TOR

RE wanted to thank both TI and TT for all their hard work and support over the past few years during their term on the RTT - they will be greatly missed.

8. AOB

None.

9. Date & Time of next meeting

Teleconference to be arranged for 5TH September 2012 at 11.00 am.

RTT – Action list 2nd May 2012

Item No	Action	By Whom	Completion
2	Send an email to clinicians for a new member to join the RTT	AD	End May
4	Organise / arrange a working group to write key points in respect to NPSA Safer Practice Notice 14.	AD	End May
	Send a copy of their patient questionnaire to AD	TI	End May