

Yorkshire & The Humber Regional Transfusion Committee

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

Wednesday 8th February 2012 11.00 – 12.30

Teleconference

Present :

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|------------------------|----------------------------|--------------------------------|
| • Robert Elshaw (RE) | Transfusion Laboratory Mgr | Chair - N Lincs & Goole |
| • Anne Davidson (AD) | Transfusion Liaison Nurse | NHSBT |
| • Sue Smith (SS) | Consultant Anaesthetist | York District General Hospital |
| • Tina Ivel (TI) | Transfusion Practitioner | York District General Hospital |
| • Odette Colgrave (OC) | RTC Administrator | NHSBT |

Apologies:

- | | | |
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| • Tracie Taylor (TT) | Transfusion Nurse Specialist | Rotherham General Hospital |
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1. Welcome & Apologies

RE welcomed everyone to the meeting. 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". All action points completed apart from RE had forgotten to contact Julie Staves but will contact her to see if she is able to present at our next RTC education session in May.

3. Y&H RTC Budget

3.1 Report and review of commitments (*Paper 2*)

OC confirmed as shown on Page 1 of the budget report there is £792.47 available to spend. On page 2 of the pending items it shows that we are in the process of paying a large substantial deposit for the next RTC annual symposium which will be discussed later by AD.

The outstanding budget will be spent on the platelet workshop (approx £225.00) and then the remainder will be used to purchase laser printer cartridges which are expensive. The aim will be to have a nil balance by the end of the financial year.

AD added that the budget for 2012-13 has not been announced and will probably be confirmed around April / May 2012.

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4. Update from NBTC Executive working group – 24.01.2012

RE advised this was an exhaustive agenda but hopefully the items will be posted on the JPAC website very shortly as there are some interesting items that need to be shared. There are a number of audits that are due to complete and results of these will be published in March 2012.

Rebecca Gerrard has taken over as lead in trying to improve both the NBTC and RTC websites.

Hot topic was the inappropriate usage of platelets and the RTC needs to have an action plan in place which is to be reviewed on a regular basis. Lots of over prescribing still going on in practices with double dosing of platelets. RE also wants to get involved in setting up a working group on the inappropriate requests for HLA matched platelets. This will be an action point at the next RTC meeting.

AD did advise that the Y&H's recent figures show that we are down 0.6% from last year in platelet usage but RE advised we cannot become complacent with these results and certain bad practice is still being used as the demand is very high.

Further concerns regarding the Patient Information Leaflets – particularly giving guidance on transfusion reactions. They do not illustrate what symptoms they might experience – the definitions are a little vague and not concise enough.

Other ongoing campaign is – ‘Do you know who I am?’ Trying to encourage patients to challenge staff if they have properly identified them. RE would like any feedback at the next meeting on how to implement this.

If PAS system down there is no back up system to print off wristbands – need further feedback on what happens when this occurs. All trust should be using the same identifiers – some are still using hospital numbers when we all should be using the patients' NHS number. AD added that it's not the restraints from the HTC members but from the organisation. TI advised their IT system ISoft are not prepared to upgrade their systems to allow them to use NHS numbers. This appears to be a National problem – not regional. RE perhaps could feed this back to the NBTC as they can get involved and approach IT providers.

The paper from SaBTO regarding ‘Consent’ was highlighted. There is a need for a NCA on consent regionally. Standardised documentation is currently being used in the region.

The PIL is not ideal for long term transfusion patients. The patient should be reviewed on a regular basis to see if local practices can be changed to improve the journey for patients. RE referred to the recent presentation by Dorothy Todd who shared her experiences as a long term transfusion patient. AD confirmed has been raising recommendations from SaBTO across the region.

RE wanted the RTT members to set up an action list to get things implemented in their trust. TI queried how these implementations could be measured and clearly an audit will have to be carried out at some point to see if any improvements have been made. There is a NCA consent audit planned for 2013.

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RE suggested setting up an electronic action point list so that at least we can raise this at HTC meetings and feedback.

SHOT/MHRA have finally acknowledged the fact that there are duplications when doing the haemovigilance reports to both sites and this process is hoping to be improved in 2013. Watch this space for any further developments.

Action: ALL – to set up an electronic action point regarding standardisation of consent across the region

5. Annual Work Programme

5.1 Education Activities

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

This is being held at Pinderfields at Wakefield which is a new education centre that SS had recommended. It has a tiered lecture theatre and holds up to 150 delegates. The total cost will be approximately £2,400 as opposed to £3,960 at the Showroom & Workstation.

The morning programme will be based upon transfusion in the elderly and GI Bleeds for the afternoon. AD would like suggestions for possible speakers and specific topics. We had secured one key note speaker but unfortunately he is unable to come. RE has contacted Jonathan Wallis and has not received a reply yet. RE added he will see JW at the next NBTC meeting in March and will speak with him there.

RE had a very interesting but worrying presentation last month regarding vitamin B12 deficiency as an under diagnosed cause of anaemia even in patients with apparently normal "total" vitamin B12.

SS asked if we would require surgeons / medics to talk about GI Bleeds – whoever has up to date knowledge on this subject would be ideal.

AD suggested Hazel Tinegate on the topic of transfusion reactions in the elderly as she has helped to write the BCSH guidelines.

RE asked if everyone can approach their own trust and confirm who is their lead who deals with transfusion with the elderly and also any consultants dealing with GI Bleeds – deadline is 29th Feb and all suggestions to OC.

Action: ALL – provide leads in transfusions with the elderly and consultants in GI Bleeds

- **Platelet Workshop – 05/03/2012 – Update**

'Let's Talk Platelets' is a workshop being held at Don Valley, Sheffield jointly with the EM RTC looking at the whole platelet journey. There will be a morning and afternoon workshop and there has been excellent feedback from the recent workshop held in Liverpool.

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This half day workshop is aimed at clinicians and staff who work on the wards that may influence the decisions on how many platelets are being used. Feedback and recommendations will be published on the website. If these are successful these workshops will be rolled out nationally.

AD has co-written an article in the next issue of 'Transfusion Matters' on Platelets. There is a poster now available advertising 'Don't use 2 when 1 will do.'

- **Future study days / topics**

AD urged people to think about future education days apart from the normal RTC annual symposium that is held. These can be aimed at specific medical groups.

AD suggested a midwives day as the EM run a successful education day every year.

- **Quality Audit Training Workshop (Edwin Lindsay)**

The NE RTC have just ran a Quality Audit Day hosted by Edwin Lindsay – but this can cost up to £1,000 per day. RE commented that the Y&H held a Quality Management Workshop last year and the feedback was very positive and the delegates requested for another similar one to be held.

- **Basic Serology Workshop**

This was discussed but RE and the group decided to put this idea on hold as the topic may not attract enough delegates as it is getting more difficult to release staff.

- **TP Development Day**

AD suggested that following the national workshop it may be important to run an education day specifically for TP's and how they can develop their role. AD will raise this at the next TP meeting.

The work plan for 2011-12 is now on the website and AD advised this will have to be reviewed and updated for 2012-13.

5.2 Regional projects

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



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08.02.2012\Paper 4 -

Dr Peter Taylor from Rotherham has raised some concerns to Fran Hartley. RE advised the RTC should fully support this project as a lot of hard work has gone into this. AD added that the new NPSA working group has shown some interest into this.

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- **Nurse authorisation regional project**



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TI went through all the above documents and confirmed each trust will use the appropriate document suited to them. RE added that these are very thorough and lots of hard work and effort has gone into this. The working group should all be applauded for their contributions.

Only one concern that RE raised is that he felt it was important to keep an original document 'archived' i.e. master document - as the front cover could be changed from trust to trust. RE also asked TI to investigate that the information is correct in the Nurse Authorisation workbook under Section 10 regarding antibodies.

RE re-iterated that this is excellent work. His concerns were now that the TOR for both TI and TT will expire in April and would still like to see them involved and not to disappear from the frontline.

Action: TI to check the details on antibodies under Part 10 of the workbook is correct

5.3 Audit Working Group

AD has established a new audit working group which consists of 6 members. Their first meeting will be held on 14th March 2012 at Leeds NSHBT. Initially they do not require any financial support from the RTC but RE confirmed they will and should be supported.

Part of the group will focus when the NCA results are published they will develop tools and regional action plans.

6. Future RTC meeting – 2nd May 2012, Goole District Hospital

RE will contact Julie Staves from Oxford to present on Blood Tracking during the education session. Richard Gray could be approached to discuss further developments on the Integration Transfusion System (ITS).

Action: RE to contact Julie Staves & Richard Gray to present at the next RTC meeting in May.

7. RTT membership - TOR

AD confirmed there have been 3 TP nominations and how do we take this forward. It was agreed that all 3 should be accepted with the provision of one of them to join a specific task group on an introductory basis before fully committing to the role as this is a huge commitment.

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AD will contact each of them and will also provide recent documents that TI/TT have been involved in to show what could be expected of them. These positions will be taken up from May 2012. RE confirmed he would still like TI/TT to attend for the official hand over of roles before they retire.

RE confirmed only one laboratory manager has volunteered and he will also deputise on his behalf if he is unable to attend the National Lab Man working group that meets in London.

SS TOR will also expire in April and she is happy to continue for another term of 2 years until 2014. AD will contact MP to see how the new CSM's are to get involved with the RTT.

8. Newsletter

AD advised Derek Norfolk used to be responsible for this which was published half yearly. Do we need to continue with this newsletter and who should take this on board? DN's replacement has not yet been decided so in the meantime one of the new TP's who will join the RTT may wish to take this on board.

It was agreed if everyone took one section and to give OC my mid March to compose the next newsletter. Topics to include:

Chair's letter - RE

Platelets - AD

Nurse authorisation – TI

Annual symposium – SS

RTC Meeting – OC

TOR that are expiring in May – OC

Action: ALL - To compose a brief overview / article to be included in newsletter

9. AOB

Some concerns regarding non attendance to meetings and there are some members who have not been able to attend. RE will write to individuals who have missed the last 3 meetings in a row to see if they are committed to the team and whether they need to step down.

RE could approach Dr P Taylor in respect of further speakers for the RTC annual symposium as he is involved with the Foundation School directors and is one of the leads for postgraduate education.

Action: RE to contact Dr P Taylor re possible speakers / topics for annual symposium

10. Date & Time of next meeting

Wednesday 2nd May 2012 – Goole District Hospital
Time: 11.00 – 12.00

Wednesday 17th October or Wednesday 7th November 2012 – Leeds NHSBT

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RTT – Action list 8th February 2012

Item No	Action	By Whom	Completion
4	To set up an electronic action point regarding standardisation of consent across the region	ALL	March 2012
5.1	Provide leads in transfusions with the elderly and consultants in GI Bleeds	ALL	29 Feb 2012
5.2	To check the details on antibodies under Part 10 of the workbook is correct	TI	March 2012
6	To contact Julie Staves & Richard Gray to present at the next RTC meeting in May	RE	March 2012
7	To contact each TP to confirm they have been accepted to join the RTT	AD	Feb 2012
8	To compose a brief overview / article to be included in newsletter	ALL	15 March 2012
9	To contact Dr P Taylor re possible speakers / topics for annual symposium	RE	March 2012