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| **Time** | **Topic** | **Presenter** |
| **9.30** | **Arrival and coffee** |  |
| **9.35** | **Introduction and welcome**  Minutes of last meeting  Matters arising | Barrie Ferguson |
| **10.00** | **What are human factors?**  **How can increasing our understanding of them improve our effectiveness as TPs?** | Nick Smith/Sarah Milton NHSBT |
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| **11.30** | ***Coffee*** | |
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| **11.45** | **HF continued with case studies** | Nick Smith/Sarah Milton NHSBT |

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| **13.15** | ***Lunch*** | |
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| **14.00** | **Feedback from HF case studies** | Nick Smith/Sarah Milton NHSBT |
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| **14.30** | **Feedback From TP conference** | Julie Mitchell |
| **14.50** | **Haemonetics** | Jaemi Patel |
|  | **Date next meeting:**  **Chair for next meeting: Barrie Ferguson**  **Vice Chair for next meeting: Julie Mitchell** |  |
| **15.20** | ***Close*** | |