

CONFIRMED Minutes of London Regional Transfusion Team Meeting Via Microsoft Teams

**Thursday 13th April 2023
14:00-16:00**

Present:

Phil Kelly (PK) (Chair)	Consultant Physician, Kings College Hospital
Cath Booth (CB) (Chair)	Consultant Haematologist, Barts Health & NHSBT
Fatts Chowdhury (FC)	Consultant Haematologist, Imperial NHS Trust & NHSBT
Rachel Moss (RM)	Transfusion Practitioner, Great Ormond Street NHS Trust
Wendy McSparran (WM)	Transfusion Practitioner, Royal Marsden NHS Trust
Dipika Solanki (DS)	Transfusion Practitioner, Imperial College NHS Trust
Ali Lloyd (AL)	CSM, NHSBT
Emily Carpenter (EC)	Transfusion Practitioner, Kings College Hospital
Charlene Furtado (CF)	Transfusion Practitioner, Guy's & St. Thomas' NHS Trust
Michael Makele (MM)	Pathology Quality Manager, Kings College Hospital

Apologies:

Tracy Johnston (TJ)	PBMP, NHSBT
Mohammed Rashid (MR)	CSM, NHSBT
Selma Turkovic (ST)	PBMP, NHSBT (maternity leave)
Denise McKeown (DM)	Transfusion Practitioner, Imperial (maternity leave)

Non-Attendees:

Elisha Tuesday, Transfusion Laboratory Manager, Kingston Hospital
Ravi Raobaikady, Consultant Anaesthetist, Royal Marsden Hospital
Ciara Donohue, Consultant Anaesthetist, Royal Free NHS Trust
Ursula Wood, Transfusion Practitioner, Guy's & St. Thomas' NHS Trust
Ethan Troy-Barnes, Haematology SpR, North Middlesex Hospital

Minute Secretary: Angela Pumfrey (AP), London RTC Administrator

1. Welcomes and Apologies

Welcomes: None

Apologies: Tracy Johnston

2. Minutes and Actions of Last Meeting

The minutes of the last meeting on 26th January were accepted as an accurate record. AP to arrange to upload them onto the JPAC website.

Outstanding Actions from Last Meeting:

Item 8: DS is waiting to hear back from both teams. It was acknowledged that both these actions are related to the RTC education session. As the programme for this is now almost finalised, we no longer require their support.

Item 10: Invite junior doctor to join the group – CB is in discussions with a junior doctor who is interested in joining.

Item 11: Venue for the July joint RTC business/RTT meeting – AP explained that out of four potential venues sourced by Calders, she has booked the one that will allow us to have catering in the room: The Clermont Victoria Hotel. The final cost is £4300 but we will easily be able to cover this from our budget.

Item 11: Rename the business meeting – After some discussion, the group agreed that 'London Transfusion Collaborative' is the most appropriate name that reflects what we want the meeting to be; a sharing of learning open to everyone who works or is interested in transfusion.

3. QS138 Quality Insights Audit Tool

Anwen Davies, PBMP for the SE region gave the presentation.



QS138 Quality
Insights.pdf

This audit tool was published on 27 March and is available to all hospitals in England. It is a new voluntary resource which allows hospitals to enter into a quality improvement cycle using some or all of the elements of QS138. More information can be found on the H&S website. Five London hospitals have signed up so far. Please be aware that only one TP per hospital can sign up. FC is concerned that hospitals with the bare minimum of TPs may not have time to get involved with this, but suggested this may be a good exercise for junior doctors who need to complete an audit.

FC asked if the QS138 NCA audit is still going to be run every year and how this audit tool improves on that audit. AD explained that the NCA audit is a snapshot only, whereas this is a live database, so you will get your results immediately and can act on them straight away.

4. Lab Manager Update

AL was the only person present who attended the March TADG meeting. She presented the Customer Service update that she gave at that meeting.



CSM Update.pdf

- Danny Bolton will start as the CSM for Tooting on 24th April.
- Customer Satisfaction Survey: Please be honest when completing it, especially if your hospital has not had a permanent CSM for some time.
- Trust F2F visits: AL and TJ are happy to attend HTC meetings if needed.
- Stock levels are obviously out-of-date now.
- Reduced dose platelets: these will only be manufactured if we go into a platelet shortage red alert.
- Faxes: if you no longer have a machine, we require a generic email for your lab, rather than individuals' emails.

AP raised a query on behalf of TJ who asked if we should invite the Chair of the TADG to attend these meetings. TJ spoke to him recently and he would be very happy to attend. Everyone was in agreement with this.

Action: Invite the Chair of TADG to join the RTT.

5. TP Update

RM gave the update. There was no presentation.

- They held a virtual meeting and a new TP session on 29th March.
- They continue to hold their informal catch-up meetings on Thursday mornings
- WBIT group is becoming very active. Both RM and CB said that WBITs are on the increase, both nationally and internationally.
- Shared Care has really moved forward since being relaunched. They are currently working with RCI which will help immensely.
- Patient Safety Incident Response Framework and the SHOT document was discussed and will be further discussed at their F2F meeting on 30th June.
- Refusal of blood guidelines – the JPAC website contain guidelines from 2012 that need updating. Because refusal of blood is no longer just a London or JW issue, it will be raised to national level.

6. LoPAG Update

UW was not able to attend due to last minute meetings at work. RM had some things to bring up.

- Back-to-basics survey to identify gaps in knowledge – response has been fairly poor, so they will send a reminder.

- It is highly unlikely that PAG will be resurrected, so LoPAG will open up one meeting a year to representatives from other regions.

7. RTC Work Plan/Activity Log

RM presented the work plan on behalf of TJ.

- Update on the progress of the planning for the RTC education session on 10th May.
- London & SE Trauma Group – FC reported that the audit report is done and the final version has been sent to the group. The next meeting is on 26th April. The steering group will meet in May and FC will present the results there, then the report should be ready for publication. The SWIFT trial has gone live. FC said that Imperial have a Neonatal MH protocol based on BSH guidance which has been included with the trauma group minutes if anyone would like access to it.
- Twitter – currently at 1373 followers.

Following on from a question from PK, there was a long discussion about why WBITS occur and what factors can cause errors. Several members stated that errors mainly occur due to staffing and work pressures. This will be an item at the RTC business meeting: it was agreed that the WBIT WG Chair will focus on the London perspective, with CB doing the national perspective and RM the international perspective.

8. Customer Services Update

AL gave her presentation in Item 4.

9. Junior Doctors' Training

ETB has found it difficult to attend meetings and AP said she now receives little communication from him. PK will contact him to see if he is still able to remain a member.

Post-meeting note: Ethan has informed PK that he regretfully has to step down from the group due to heavy work commitments.

10. Any Other Business

a) Iron Infographics

FC reported that NHSBT have now produced a set of animated infographics for iron. She showed them to the group. The link is available on the H&S website.

b) FC Job Plan

FC explained that her job plan is changing to incorporate extra work she has been doing. This will result in her being pulled back from PBM, so she may not physically be able to attend meetings as frequently as before.

c) PK Work Commitments

PK said that his work arrangements have also changed and now his Trust work is often conflicting with RTC work. He explained he was not able to attend the NBTC meeting due to a last minute meeting at King's.

TJ asked AP to raise the following items:

d) Terms of Reference for Working Groups

All of them are out-of-date, including the RTT ones, which have not been updated since 2016. Is the group happy for us to circulate for members to review and make any amendments outside of the meeting? The group were happy for us to do this. The TP WG have revised their ToR and will also include the working groups that come under their umbrella.

Action: Circulate RTT ToR to the group

e) Update Laboratory & Pathology Network Contact Details

Only 14 responses to the questionnaire so a reminder will be sent to the Lab Managers.

f) 'Have your Say – Review about Transfusion e-learning'

DG sent this survey to the TPs – a reminder to please complete it.

13. Date of Next Meeting13th July 2023

F2F meeting

The Clermont Hotel Victoria

London RTT - Action list for 13th April 2023

Item No	Action	By Whom	Completion
2.	Minutes of January meeting to be uploaded to JPAC website	AP	Completed
4.	Formally invite the TADG Chair to join the RTT	TJ/PK/AP	Completed
10(c)	Circulate RTT ToR to the group for review	TJ/AP	

END