

Confirmed Minutes
North West Regional Transfusion Committee
RTT Meeting via MS Teams
Date: Monday 9th January 2023, 13:30 – 15:30

Attendees

Craig Carroll	Chair, Salford Royal Hospital	CC
Peter Baker	Royal Liverpool University Hospital	PB
Jo Bark	NHSBT	JB
Lydia Baxter	Salford Royal Hospital	LB
Lee Carter	Royal Blackburn Hospital	LC
Alexandria Lloyd	NHSBT	AL
Jayne Peters	NHSBT / MFT	JP
Jane Uttley	Pennine Acute Trust	JU

Minutes

Jane Murphy	RTC Administrator	JM
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Apologies

Jan Gorry	Aintree University Hospital
Dave Simcox	Royal Liverpool University Hospital

Actions

Item no.	Original Meeting/Date	Action	Owner	Status
2	09/01/2023	Minutes from RTT meeting on 11 th July 2022 to be 'confirmed'.	JM	Completed
3	09/01/2023	JP to email SHOT re patients who have spoken at recent conferences, requesting if any would be suitable to represent NW RTC.	JP	Completed
4	09/01/2023	Use MS forms for evaluations for next education event.	JM	Completed
5	09/01/2023	Dates for 2023 RTC Meetings / Events to be set and sent out to RTT member.	JM	Completed
6	09/01/2023	NW RTC Objectives 2023/2024 to be discussed further at Customer Services & RTC Chair's Meeting in March.	JM	Completed

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Minutes

1 Apologies

Apologies were sent prior to the meeting.

2 Minutes of RTT Meeting 11th July 2022

The minutes of the meeting were reviewed and agreed.

Action: JM to change to 'confirmed'.

JM

All actions completed.

3 NW RTC Meeting 18th November 2022

Meeting held in the morning at Haydock Park Racecourse – first face to face meeting held since October 2019.

Attendance

51 attendees. 8 Trusts not represented. Different audience than normal Following meeting; evaluation link sent to all attendees along with certificate of attendance.

Evaluation results

Reviewed and discussed:

- Completion rate of forms – 49%
- Good feedback received
 - Do you feel the agenda items relevant?
Yes - 88%
 - How well were the agenda items discussed?
Excellent / Good - 100%
 - Overall, how would you rate the meeting?
Excellent / Good - 100%
 - Top box results 3.84 / 4

Patient representative has resigned.

Action: JP to email SHOT re patients who have spoken at recent conferences, requesting if any would be suitable to represent NW RTC.

JP

**4 NW RTC Event “Advances in Haemoglobinopathy Care”
18th November 2022**

Event held in the afternoon at Haydock Park Racecourse – first face to face event held since November 2019.

Attendance

68 delegates. Not many Transfusion Practitioners attended. High number of SpR's as part of their learning / teaching day.

Event

Speakers: two pre recordings went well – great panel discussion.
Sponsors: five companies attended.

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Evaluation results

- Completion rate of forms – 56%
- Positive feedback received
 - Overall, how would you rate the meeting?
Excellent / Good – 97%
 - Recommend to a colleague – 100%
 - Top box results 3.78 / 4

Action: Use MS forms for evaluations for next education event.

JM

Venue

Few issues with initial set up and catering. Feedback has been given to Haydock.

5 NW RTC Meetings / Education Events 2023

RTC Meetings

To hold one meeting virtually and one meeting face to face:

- April – MS Teams
- November – face to face

RTC Education Events

NW RTC to host two education events:

- June – MS Teams (national event)
- November – face to face

Discussed topics and agreed:

June; PBM Event

November; SHOT – Human Factors

Action: Dates for 2023 RTC Meetings / Events to be set and sent out to RTT members.

JM

6 NW RTC Objectives 2023/2024

CC to attend an NBTC / NHSBT Stakeholders meeting Monday 16th January 2023. Objectives to be set following this meeting using national guidelines.

Action: NW RTC Objectives 2023/2024 to be discussed further at Customer Services & RTC Chair's Meeting in March.

JM

7 RTC Budget

JM provided an update for 2022/23.

Details regarding budget for 2023/24 to follow after the NBTC EWG Meeting on 30th January.

SHOT to hold 2023 Symposium in Manchester. RTC to provide funding for RTC Members.

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8 AOB

NBTC Website

New site being developed.

National PBM Lead

Tracey Tomlinson now in post, started end of December 2022.

CSM Post

AL to cover Colindale region. Delia Smith / Robin Coupe to provide cover for NW region.

Trials

PB highlighted two current trials;

- ABC Post ICU
- T4P

9 Date of Next RTT Meeting

Monday 3rd July 2023 @ 1:30pm, via Microsoft Teams.