

South East Regional Transfusion Team Meeting

Tuesday 10 December 2025

Approved Minutes

Present:

Kerry Dowling (KD) Deputy Chair	Transfusion Laboratory Manager, University Hospitals Southampton
Jonathan Ricks (JR)	Lead Transfusion Practitioner, University Hospitals Southampton
Tanya Hawkins (TH)	Transfusion Practitioner, Royal Berkshire Hospitals
Emily White (EW)	Transfusion Laboratory Manager, Isel of Wight
Elizabeth Tatam (ET)	Transfusion Practitioner, Sussex & Surrey Healthcare Trust
Ruth O'Donnell (RO'D)	Transfusion Practitioner, University Hospitals Sussex
Susan Mitchell (SM)	Transfusion Laboratory Manager, William Harvey, East Kent
Anwen Davies (AD)	Patient Blood Management Practitioner, NHSBT
Shabana Tufail (ST)	Customer Services Manager, (Oxford) NHSBT
Danny Bolton (DB)	Customer Services Manager, (Tooting) NHSBT
Frances Moll (FM)	SE RTC Administrator, NHSBT (Minutes)
Guest: Henna Wong (HW)	Consultant Haematologist, Basingstoke & North Hampshire Hospital
Apologies: Howard Wakeling, Emma O'Donovan, Julie Staves	

Due to an unrelated technical issue at Southampton, JR stepped in to chair the meeting when KD was called away.

1. Welcome: KD welcomed everyone to the meeting, and particularly Henna Wong who was joining as a guest. Congratulations were extended to Julie Staves who has been appointed BBTS President.

2. Review of RTT Minutes: meeting held on 9 September 2025. The minutes were approved with one correction to the role for EO'D. With this amendment, FM to upload to the website.

3. NBTC (face to face meeting) – September: the notes from this meeting had been circulated (e-mailed 02/12/2025). They included the RTC Chairs' report, as agreed at the last SE RTT meeting, the following "issues/constraints" were raised by SE RTC Chair: Visa Requirements and overseas workers – causing problems with Laboratory recruitment. New guidelines /advisory updates etc – keeping on top is a challenge - Guideline Fatigue. It is hoped that the Transfusion Transformation Strategy will help unify requirements.

4. SE RTC Budget – no change to the budget – there will be costs associated with Transfusion Bites, which had previously been agreed by the RTT.

5. Blood Stock Update – DB provided an update

- Current levels healthy
- Vulnerable red cell groups: 5.9 days.

- neg: 4.7 days.
- Platelets: 1.5 days (target = 1 day).
- Monitoring for post-Christmas dip; There are comms planned for late in December.

6. Education Events:

TP/TLM joint Meeting – 30 September – there were 48 attendees, feedback has been received from just nine but was very positive, with praise for the presenters and their presentations. This event is always well received.

Transfusion Bites: Friday 27 February 2026 – Theme: “Future and Changes”
The Draft programme was reviewed.

Keynote speakers:

- RCP Study – red cells and plasma – confirmed
- New Platelet Guidelines – confirmed
- KD topics linked to Transfusion Transformation Strategy (expected January release).
- SaBTO Guidelines on consent – would SE RTC Chair be willing to provide a presentation or know someone willing?

“Bites”:

- SHOT symposium experience (East Surrey) - confirmed.
- LIMs and BloodTrack lessons learned (Basingstoke) – confirmed
- Reduction in FFP wastage (controversial but successful) (Isle of Wight)
- Shared care/ mum with multiple antibodies (Southampton) – confirmed
- automation bias – check with Julie Staves/Lauren Hamilton.
- SHOT involvement discussed; preference for attendance in-person.

Reminder for everyone to register for the event.

7. Standing Items

RTC Workplan 2025 – O Neg audit:

KD had put together an audit form with the plan to audit substitutions, and if there is room for improvement. Form circulated before the meeting.

The following are the **Key Discussion Points**

- **Audit Focus:**
 - Agreed to audit **substitutions** and identify improvement opportunities in reducing substitutions by labs or hospitals.
- **Audit Scope:**
 - Debate on whether to use **time period (month)** or **number of units**.
 - Decision: Audit **all substitutions within a month**.
- **Data Collection:**
 - Each site can choose the easiest method (e.g., LIMS report or manual tracking).
 - Collect:
 - Total number of O Neg units issued to non-O neg patients.
 - Total number of substitutions.
 - Reason for each substitution.
- **Categories for Reasons:**
 - Stem cell transplant, ABO mismatch, expiry prevention, stock shortage, emergency transfusion.
 - Additional categories:
 - IT/LIMS configuration issues.
 - Staffing/environment-related.
 - Transport/location-related (new category suggested by EW).

- **Clarifications:**
 - Focus on **adult units**.
 - Include questions on whether D Positive could have been given in emergency or routine situations.
 - **Guidance:**
 - Provide examples and background information in accompanying advice document.
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- **KD:**
 - Finalize audit template with discussed changes.
 - Draft accompanying guidance document.
- **FM:**
 - Add “Transport/location-related” as a separate category.
 - Update category wording to “shortage/availability” for clarity.
 - Include hospital name, trust name, and person completing the audit for learning and trend analysis.
- **All:**
 - Review categories and suggest any missing ones when draft circulated.
 - Aim to start audit in **February** (shorter month, avoids holiday delays).
 - Review readiness at January work plan meeting.

QS138 Quality Insights Audit Tool – AD provided a brief update - 20 hospitals participated in Q2; a detailed review would be presented at the TP meeting (16 December).

Transfusion Transformation – no update

TP Meetings – next meeting 16 December

TLM Meetings –

- **TADG (London & South East):** DB provided an update – at the meeting the regular NHSBT update was given; plus, a presentation from the Transfusion Transformation team, and presentation on RCI Assist.
- **Oxford/Southampton TLM meeting (October):** There is ongoing work to improve attendance for both Teams and face-to-face meetings. ST to continue engagement work and report progress.

RTT Terms of Reference – review after launch of Transfusion Transformation

NCA Audits – audits provided for information.

2025 Audit of NICE Quality Standard QS138 – brief summaries have been sent out to each hospital.

8. NHSBT Updates:

PBMP: AD provided an update

SABTO guidance was published at the end of November, and the supplementary material is being hosted on the SHOT website. She also mentioned the NICE TXA guidance consultation which has now closed. Concerns had been raised about feasibility of implementation for all surgical patients. AD agreed to collate any feedback on the guidance, and she will contact NICE to ask them to consider the late submission.

CSMs: ST provided an update

In Southampton there is building work planned as part of a 10-year strategy, with provision for cold rooms, irradiator relocation. The aim is to increase stock capacity and reduce reliance on the reprovision centres. There will be further updates in the new year.

9. AOB:

Annual summary: FM requested stories, events, awards, successes etc. for the annual review – any material welcome to be sent to FM as soon as possible.

NHS England/SE Pathology Networks – related to the Transfusion Transformation strategy the NBTC has asked if there should be Network leads on the RTT to update the group on the integration and digitalisation of services related to transfusion. KD said some parallel work streams were taking place, and she would raise the matter with Howard Wakeling for further discussion. Overall, there were no objections to a Network lead attending future meetings.

Reminder, to register for Transfusion Bites. and share event details with relevant colleagues.

**Date of Next Meeting 2026: Thursday 29 January (workplan meeting)
to be rescheduled**

Meetings in 2026: 12 February; 6 May; 10 September; 2 December