

Confirmed Minutes
North West Regional Transfusion Committee
RTT Meeting via MS Teams
Date: Monday 12th January 2026, 13:30 – 15:30

Attendees

Craig Carroll	Chair, Salford Royal Hospital	CC
Jo Bark	NHSBT	JB
Lydia Baxter	Salford Royal Hospital	LB
Lee Carter	Royal Blackburn Hospital	LC
Rukhsana Hashmat	NHSBT	RH
Jayne Peters	NHSBT / MFT – MRI	JP

Minutes

Jane Murphy	RTC Administrator	JM
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Apologies

Peter Baker	Royal Liverpool University Hospital
Jan Gorry	Aintree University Hospital

Actions

Item no.	Original Meeting/Date	Action	Owner	Status
3	12/01/2026	Create a document to formalise process for RTC Members to apply for funding to attend transfusion related education events	JM/CC	Completed
3	12/01/2026	Once document created, to be submit to NBTC and presented at NW RTC Business Meeting in April 2026	CC	Completed
4	12/01/2026	Invite all 5 people who expressed their interest in joining RTT	JM	Completed
4	12/01/2026	Email those existing members who have not attended meetings asking if still wish to be part of group	JM	Completed
4	12/01/2026	Email HTC Chairs, advise RTT has excellent representation for TPs / TLMs. However, require representation from more clinicians on the group	CC	Completed
5	12/01/2026	Send HTC Chair's Toolkit to CC	JM	Completed
7	12/01/2026	Email Luke Dowe to ask if able to present results from a 3 rd quality improvement audit at Clatterbridge Cancer Centre	JM	Completed
7	12/01/2026	Contact Emma Copperwaite asking to give a presentation on recent Sp-ICE Alert	JP	Completed
7	12/01/2026	Send updated RTC Meeting agenda to group	JM	Completed
8	12/01/2026	Send list of topics for November 2026 Education Event to group	JM	Completed

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Minutes

1 Welcome & Apologies

CC welcomed and thanked everyone for joining the meeting.

Apologies listed were sent prior to the meeting.

2 Minutes & Actions of RTT Meeting 21st July 2025

Minutes accepted as a true and accurate record.

All actions completed or part of the agenda.

3 RTC Budget

JM provided an update.

Annual budget: £8,172

Spent to date: £1,605

Remaining: £6,567

Funded:

- 5 people to attend Annual SHOT Symposium plus travel, July 2025
- NW TP Face to face Meeting, May 2025

Members discussed the need to formalise the allocation of RTC educational funding.

Funding process to be formalised with:

- An application process for educational events.
- Maximum amount of funding, £500.
- Preference given to first-time applicants.
- Applicants required to declare other sources of funding.

Applications reviewed by:

- RTT Chair
- RTC Administrator
- One additional RTT member

Successful applicants must:

- Provide a written report.
- Present learning outcomes at an RTC Meeting.

ACTION: Create a document to formalise process for RTC Members to apply for funding to attend transfusion related education events. (JM/CC)

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ACTION: Once document created, to be submit to NBTC and presented at NW RTC Business Meeting in April 2026. (CC)

4 RTT Membership

Following the RTC Business Meeting in October 2025, requested expressions of interest for additional Transfusion Lab Managers and Transfusion Practitioners to join the team. We received interest from 5 people – 3 Transfusion Practitioners and 2 Transfusion Lab Managers.

ACTION: Invite all 5 people who expressed their interest in joining RTT. (JM)

ACTION: Email those existing members who have not attended meetings asking if still wish to be part of group. (JM)

ACTION: Email HTC Chairs, advise RTT has excellent representation for TPs / TLMs. However, require representation from more clinicians on the group. (CC)

5 NW RTC Meeting, 10th October 2025

Meeting held via MS Teams.

Attendance

51 attendees. Good representation all NHS Trusts in the NW Region. 4 HTC Chair's attended. Following the meeting; evaluation link was sent to all attendees along with certificate of attendance.

Evaluation results

Reviewed and discussed for meeting.

- Completion rate of forms – 43%
- Good feedback received:
 - Do you feel the agenda items relevant?
Yes - 100%
 - How well were the agenda items discussed?
Excellent / Good - 100%
 - Overall, how would you rate the meeting?
Excellent / Good - 95%
 - Top box results 4 / 4

Group discussed attendance and felt attendance at RTC Meetings should form part of HTC Chair responsibilities. To be highlighted at next meeting Craig has with the NW HTC Chair's.

ACTION: Send HTC Chair's Toolkit to CC. (JM)

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**6 NW RTC Event “Evolving Major Haemorrhage Management”
29th November 2025**

Thank you to all who contributed to the event. Event ran seamless without any IT issues. Overall feedback on content and delivery was positive.

Attendance

485 attendees including speakers. Following the event; evaluation link was sent to all delegates along with certificate of attendance.

Evaluation results

- Completion rate of forms – 37%
- Positive feedback received.
- Top box results 3.65 / 4

Future registration / evaluation forms to include job role categories. Include organisation drop-down menus if possible.

7 NW RTC Meeting, Monday 27th April 2026

Meeting to be held on Monday 27th April 2026 and to be held virtually via Microsoft Teams.

Agenda

As well as regular items, include:

Platelet Wastage

Results from a 3rd quality improvement audit at Clatterbridge Cancer Centre.

ACTION: Email Luke Dowey to ask if able to present results from a 3rd quality improvement audit at Clatterbridge Cancer Centre. (JM)

Sp-ICE Alert

Presentation on recent alert.

ACTION: Contact Emma Copperwaite asking to give a presentation on recent Sp-ICE Alert. (JP)

Extended Phenotype

JP to present case study.

TP Framework

LB to provide an update on launch of framework.

ACTION: Send updated RTC Meeting agenda to group. (JM)

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8 NW RTC Education Events 2026

Craig Carroll is looking for support from the RTT in organising educational events, as putting together a full programme is challenging. To support this, to set up an Education Working Group as a subgroup of the RTT.

Propose for NW RTC is host NBTC event in November 2026.

Education topics will be available for RTC regions to choose following the forthcoming NBTC Executive Working Group Meeting.

ACTION: Send list of topics for November 2026 Education Event to group. (JM)

9 NW RTC Working Groups

Anaemia Working Group

Lead by Clare Quarterman. Questionnaire sent out regarding anaemia services in the region. Got very few responses. Aiming to identify:

- Regional anaemia leads.
- Existing services.
- Service gaps and constraints.

Future focus to include primary care and perioperative anaemia pathways.

Cell Salvage Working Group

Now have a regional lead from WWL Trust, Caroline Wilburn. A national framework has been set up with representation from each region.

10 AOB

MH Management Platelet Wastage

Lee Carter highlighted concerns regarding:

- Platelet wastage.
- FFP wastage.
- Major haemorrhage pack utilisation.

Members discussed opportunities for:

- Improved education.
- Clinical engagement.
- Review of component ordering practice.
- Future simulation-based major haemorrhage training.

11 Date of Next RTT Meeting

Monday 13th July 2026 @ 1:30pm, via Microsoft Teams.