

MEETING OF THE EXECUTIVE WORKING GROUP

Confirmed Minutes of the meeting of the Executive Working Group held on Monday, 27 January 2014, at the Royal College of Pathologists, London.

Present: Professor Adrian Newland (Chair)
 Professor Mike Murphy (MM)
 Mrs Teresa Allen (TA)
 Mr Stephen Bassey (SB) (item 07.2/14 by telephone)
 Dr Paula Bolton-Maggs (PB-M)
 Dr Gavin Cho (GC)
 Dr Mike Desmond (MD)
 Ms Rebecca Gerrard (RG)

01/14	Welcome
	The Chair opened the meeting and welcomed all attendees, in particular new members Stephen Bassey, Paula Bolton-Maggs and Gavin Cho.
02/14	Executive Working Group meeting held on 3 June 2013
	The minutes of the meeting held on 3 rd June 2013 were agreed as a correct record.
03/14	<u>Matters Arising</u>
03.1/14	<u>Extending the shelf-life for thawed Fresh Frozen Plasma (FFP)</u>
	MM advised that JPAC had reviewed the post-thaw shelf-life of FFP and the results of a survey of practice and concluded there is no consensus at present in favour of extending the shelf-life of thawed FFP beyond 24 hours and no scientific data on efficacy. It was noted that some countries extend the shelf-life beyond 24 hours. TA advised that NHSBT are preparing a communication to hospitals to ensure practice is compliant with the 'Red Book'.
	Action: TA
	There was discussion on the issue of short-dated products in hospitals and transfusions of blood components which begin before the midnight expiration date but are not completed at the time of expiration. PB-M stated that SHOT would investigate the practice in hospitals.
	Action: PB-M

03/14	National Blood Transfusion Committee meeting held on 21 October 2013
	The minutes of the meeting held on 21 st October 2013 were noted.
04/14	Matters Arising
04.1/14	<u>Education Working Group</u>
	<p>The Chair advised that the Royal College of Pathologists is holding a meeting to consider areas of pathology training at both undergraduate and postgraduate level and will include blood transfusion. There has also been discussion with the Royal College of Physicians over developing transfusion training as a module for core training. It is hoped that some funding will be released for this initiative. Professor Jo Martin, NHS England National Clinical Director of Pathology Services is leading this initiative and will also attend the meeting.</p> <p>It is also proposed to have discussions regarding development of a Smartphone Application (PBM App) for blood transfusion following a decision by the British Society for Haematology that it is not appropriate for them to fund this initiative. TA reported a separate meeting with Jo Martin on clinical benchmarking.</p>
04.2/14	<u>Pathology Quality Assurance Review</u>
	<p>The Chair reported on the imminent publication of the 'Pathology Quality Assurance Review' chaired by Dr Ian Barnes. The review was tasked with assessing current quality assurance schemes and governance mechanisms for pathology services.</p> <p>http://www.england.nhs.uk/wp-content/uploads/2014/01/path-qa-rev-rep.pdf</p>
04.3/14	<u>Patient Involvement Working Group</u>
	RG advised that due to cost pressures it is proposed to reduce the number of languages in which patient information leaflets are published.
04.4/14	<u>Website</u>
	<p>MD summarised the difficulties with the development of the new UK Blood Transfusion and Tissue Transplantation Service website which is affecting the NBTC and RTC pages.</p> <p>There have been several postponements to the launch date for the new website and the date now scheduled is 18th February. However, the NBTC/RTC proofing documents were only provided last week which does not allow sufficient time to check and migrate all of the existing information to the new site.</p> <p>It has not been possible to post any new documents on the existing website since October 2013 so this important mechanism of communication for the NBTC and RTCs has disappeared.</p>

	<p>Additionally, the JPAC website manager is leaving his post on 31 January and arrangements to succeed him are unclear.</p> <p>The Website Steering Group have decided to go-live on 18th February with limited areas of the NBTC and RTC webpages available and to prioritise the new content as the proofing work is completed.</p> <p>The Chair would communicate the concerns of the NBTC Executive to Sheila MacLennan, Professional Director JPAC, who is responsible for oversight of the website.</p> <p>Action: The Chair</p>
04.3/14	<u>SHOT/MHRA</u>
	<p>PB-M reported on a recent MHRA stakeholder meeting where there was discussion on a single electronic system for all adverse incident reporting. It was noted that the NBTC have agreed that SHOT has a level of independence and a proven haemovigilance reporting system which can only damage blood transfusion if there is interference in the adverse event reporting by SHOT.</p> <p>PB-M advised that the NHS Litigation Authority is not intending to carry out any further inspections of hospitals and this work has been passed to the Care Quality Commission.</p>
05/14	Regional Transfusion Committee - Chairs
	The minutes of the meeting held on 21 st October 2013 were noted.
06/14	NBTC Patient Blood Management Working Group
	The minutes of the meeting held on 18 th November 2013 were noted.
06.1/14	<u>Feedback from meeting with Sir Bruce Keogh</u>
	<p>The Chair and Secretary reported on the meeting with Sir Bruce Keogh (Medical Director) and Prof Keith Willett (Director of Acute Episodes of Care) of NHS England.</p> <p>The main topics of discussion included:</p> <ul style="list-style-type: none"> • Reporting arrangements for the NBTC and liaison with NHS England. • Support for NBTC initiatives in all aspects of blood transfusion practice. • Implementation of the PBM measures and dissemination of these to hospitals. • Support for SHOT in resisting the MHRA recommendation for the 'yellow card' reporting of adverse events and incidents related to transfusion as discussed under minute number 04.3/14. • Advice on which NHS body has responsibility for the National Patient Safety Agency 2006 recommendations on safe transfusion practice now that the agency has been disbanded.

	<p>With regard to the development of CQUINS, it was suggested that there should be data to support national CQUINS for blood transfusion. GC referred to information on pre-qualification criteria for participating in the CQUIN scheme.</p> <p>Following the meeting with Sir Bruce Keogh, the NBTC have provided suggestions on how NHS England can support the NBTC, its existing work plan and the implementation of PBM. This includes the distribution of the PBM recommendations to NHS Trusts. The Chair will follow up progress with Sir Bruce Keogh.</p> <p>Action: The Chair</p>
06.2/14	<u>Release of National Commissioning Group (NCG) funding for PBM</u>
	<p>The NBTC submitted a request to the NCG in November 2012 for resources to undertake a programme of PBM work including developing and maintaining a benchmarking tool and carrying out baseline audits of PBM. Funding of £500,000 was agreed over the two years 2013/14 and 2014/15.</p> <p>An update on PBM projects supported by the NBTC including the National Comparative Audit (NCA) posts was requested. The business case had been submitted to NHSBT in March 2013 for consideration. TA reported that funding for PBM initiatives has not yet been released within NHSBT to cover this work.</p> <p>The downturn in demand from hospitals for red cells is impacting on the NHSBT financial position and the funding of the NBTC projects is under review to establish what can be funded and what may need to be deferred. Discussions are ongoing with NHSBT for funding to support the North West region project on the implementation of pre-operative anaemia and the baseline audit through the NCA programme on clinical benchmarking. TA reported that it may be possible to fund the PBM App via a NHSBT Trust Fund and this is currently being explored.</p> <p>MD stated that the reason for implementing PBM and a more conservative approach in transfusion practice is to improve patient outcomes, reduce hospital length of stay while producing savings in hospital budgets. It is unfortunate if projects specifically set up to do this are not followed.</p> <p>Action: The Chair would write to NHSBT</p>
07/14	NBTC Working Groups
07.1/14	<u>Royal Colleges and Specialist Societies</u>
	<p>The minutes of the meeting held on 21st October were provided to the meeting. It was noted that the British Committee for Standards in Haematology (BCSH) guidelines requiring two separate blood samples for compatibility testing are continuing to cause some practical difficulties. PB-M stated that SHOT will review the identification process of patients in Accident and Emergency Departments particularly when dealing with major trauma incidents. It was noted that Dr Megan Rowley has set up a group to review patient</p>

	identification in an emergency situation and that the BSCH Task Force is developing a list of scenarios.
07.2/14	<u>TLM Working Group</u>
	SB provided an update of the work of the group since the last NBTC meeting: <ul style="list-style-type: none"> • Two teleconferences have taken place since October and a face-to-face meeting will be held in Birmingham on 20th February. • The guidance on the 'Emergency Transfer of Blood with Patients' is being reviewed and an updated document should be available for the NBTC meeting in March. • The red cell and platelet shortage plans are under review with a proposal to test the plans at a large, medium and small hospital. • The guidance document on the 'Appropriate Use of Group O RhD negative red cells' is being reviewed. SB agreed to consult with group members on a proposal to repeat the national audit on this topic. This would need to be included in the NCA programme for launch possibly in late 2015. <p>Action: SB</p> <ul style="list-style-type: none"> • Electronic Dispatch Note (EDN). The group are reviewing the use of the EDN in hospitals with the aim to actively promote greater utilisation. • There are concerns about training and education of hospital laboratory staff with reports of significant difficulties in obtaining funding and time off for staff to attend courses. There is a need for a stronger drive to ensure hospital laboratory staff are trained to the appropriate level to maintain correct transfusion standards. PB-M stated SHOT could review the data regarding laboratory errors from poorly trained staff.
07.3/14	<u>NPSA SPN 14 Working Group</u>
	A teleconference is scheduled for Wednesday, 5 th February 2014.
07.4/14	<u>Patient Involvement Working Group</u>
	It was noted that Dr Charles Baker has been invited to the next NBTC meeting.
08/14	NBTC work plan 2013/14
	An updated plan would be provided to NBTC meeting in March.
09/14	Any Other Business
09.1/14	<u>British Blood Transfusion Society (BBTS)</u>
	MD reported he has received an invitation from the BBTS to present at their Annual Conference in September 2014 on RTC initiatives. This item was deferred for discussion at the March meeting of RTC Chairs.

09.2/14	<u>NBTC Secretariat</u>
	The Chair noted that this was Teresa Little's last meeting as she was retiring. He thanked her for her enormous efforts in support the NBTC and other committees over the years and the committee wishes her a long and happy retirement.
10/14	Date of Next Meeting
	<i>To be added - check dates with Maureen.</i>