

**MINUTES OF THE 18TH MEETING OF THE UKBTS/NIBSC JOINT EXECUTIVE
LIAISON COMMITTEE
held on 25 October 2000 at Birmingham New Street**

ACTION

PRESENT:

Mr Paul Ashford	PA
Dr Trevor Barrowcliffe (for Dr G Schild)	TB
Dr Frank Boulton	FB
Prof Ian Franklin	IF
Dr Henry Hambley	HH
Dr Virge James (Chair)	VJ
Dr Liz Love	EL
Mr Geoff Poole (for Dr M de Silva)	GP
Dr Angela Robinson	AR
Dr Ruth Warwick	RW
Dr Lorna Williamson	LW

IN ATTENDANCE:

Mrs Margaret Smith (Minutes)	MS
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1. APOLOGIES FOR ABSENCE

Dr Mahes de Silva	MdS
Dr Morag Ferguson	MF
Dr Mike Kavanagh	MK
Dr Brian McClelland	BMcC
Dr Morris McClelland	MMcC
Dr Geoffrey Schild	GS

Paul Ashford, Trevor Barrowcliffe and Geoff Poole were welcomed to the meeting.

2. MINUTES OF THE 17TH MEETING - 7 JUNE 2000

There were no amendments.

3. MATTERS ARISING

3.1. Draft Proposal for EU Directive

AR reported that this Directive might be issued in December with no changes to the technical appendices, and without further expert review.

3.2. Incompatibility of blood bag/giving set

AR has not been advised of any incompatibility in other countries.

3.3. Ethical Committee

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It was noted that Gail Williams had been requested by the UK Forum to produce a case for a UK-wide Ethical Committee for the blood services. AR stated that MREC had revised their guidelines and she would circulate copies to JELC members.

AR

3.4. Council of Europe Guide

VJ confirmed that the responses which had been received had been forwarded to the Council of Europe. She had attended the Drafting Committee in September and work would begin on the next edition at the end of February/beginning of March 2001.

4. RED BOOK 4TH EDITION - UPDATE

The number of copies required for distribution within the Services had been under-estimated and an additional 100 copies had been bought at a 50% discount.

It was planned to send out the Concessionary Letter regarding *T. Cruzei* before the end of October.

5. RED BOOK 5TH EDITION

VJ reminded everyone of the need to review chapters for the next edition. It was hoped that this would be published in July 2001 with the aim of bringing it forward by one month each year until it was published annually in April.

LW stated that SACBC proposed to re-write one chapter per year on a rolling programme with other chapters being amended as necessary.

GP said that SACI was looking to have a full review of their chapters for a future edition.

RW said there were major changes in Tissue Banking which would impact on the other SACs. She also stated that tissue donors are often referred to the blood services by transplant co-ordinators and therefore some guidance on donor selection was required.

There was discussion about the possibility of setting up a separate Red Book web-site and it was agreed that this should be explored. The inclusion of MAD, MAD-T and the Scottish equivalents would need to be considered further, including such issues as password protection, and differentiating between guidance and operational documents.

PA stated that if a Red Book web-site was established, it should be properly resourced to ensure that it could be maintained.

VJ requested permission to accept TSO offer of editorial advice at a modest

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cost of about £400. This was approved.

6. REPORT FROM THE UK FORUM

The UK Forum was happy for the "Red Book" organisation to report to the Medical Directors as long as the "Red Book" remains guidelines. There was some concern that the organisation could become out of control and VJ had been asked to: review the whole organisation, report annually to the UK Forum (the first report in January 2001) and produce "forward looks" for the planned work of the SACs to keep the Chief Executives informed of major topics. The Chief Executives could also suggest issues to be discussed .

**VJ/
SAC
Chairs**

VJ would be sending out a letter to all SAC Chairs asking them to provide their own "future looks". AR suggested that these should be circulated to other SAC Chairs for information.

VJ

VJ would provide an up-dated document on the Red Book organisation and circulate this for comment and information to all SAC chairs prior to sending it to the UK Forum early January 2001.

ALL

VJ asked JELC members to consider whether the current Red Book chapters covered all appropriate areas and whether the current SACs were appropriate.

It was agreed that the SAC on Plasma for Fractionation should continue so that there was still a Red Book chapter for information. IF felt it was important to ensure that there were guidelines for plasma from outside the UK.

7. SACs

7.1. Vacant Chairs

The current situation was:

- SAC on Plasma for Fractionation - Chair vacant
- SAC on Information Technology - PA, Interim Chair
- SAC on Immunohaematology - MDS due to retire as Chair in 2001

Nominations should be sent in writing to VJ before 1 December 2000. As agreed in EC 18/00 she would then discuss these with the 5 Directors before any nominee is approached. If there were more than 2 or 3 nominations, then the agreed protocol would be followed.

All

7.2. NOMINATIONS FOR MEMBERSHIP

VJ

It was agreed that SAC Chairs were responsible for ensuring that members of their SAC had the right experience, stayed up-to-date, and contributed sufficiently to the group. New members to be discussed with the JELC Chair. If there were any problems with the functioning of an SAC these should be discussed with the

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JELC Chair.

It was agreed that SAC members should mention the fact of their membership in support of any applications for study leave which was relevant to the work of that SAC.

It was agreed that there should be a Red Book archive so that documents were available for any potential future inquiries.

VJ

7.3. Activity Reports

These had been received from some SACs.

8. STANDING ADVISORY COMMITTEE ON BLOOD COMPONENTS

8.1. Membership

LW reported on the following new SAC members:

- Sheila MacLennan
- Graham Rowe
- Tim Wallington

A fourth member was still to be confirmed. Also, LW would be writing to Geoffrey Schild for a representative from NIBSC.

A major task for the SAC in the coming year would be a re-write of Chapter 5.

8.2. NAT for Labile Components

A joint SACBC/SACTTI meeting would be held on 22 November 2000 when this issue would be discussed. Other items on the agenda included:

- a) An update on vCJD
- b) Bacterial contamination of platelets
- c) A risk assessment around FFP
- d) Leucodepletion update

All JELC members would be invited to the meeting.

9. STANDING ADVISORY COMMITTEE ON CLINICAL TRANSFUSION MEDICINE

Copies of an e-mail from Brian McClelland were circulated for information. This gave an update on progress with the Handbook which was well under way. BMcC was happy for the Handbook to come under the framework of the Red Book.

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10. STANDING ADVISORY COMMITTEE ON CARE AND SELECTION OF DONORS

10.1. Revised Minutes of Meeting held on 24 February 2000 (EC 35/00)

10.2. Minutes of Meeting held on 5 May 2000 (EC 36/00)

10.3. Minutes of Meeting held on 21 July 2000 (EC 40/00)

These papers were received for information.

10.4. Matters arising from Meeting held on 4 October 2000

10.4.1. Blood Safety Leaflet

FB had sent the suggested revised wording of this leaflet to AR to present to MSBT. Copies had also been sent to the Terence Higgins Trust and the Commission for Racial Equality. A very helpful response had been received from the THT and FB would be meeting with them for further discussion. A reply had not yet been received from CRE.

FB would circulate copies of the revised MSBT documentation to all JELC members.

FB

10.4.2. Haemochromatosis Meeting 3 October 2000

The meeting had gone well and FB was in the process of writing up his report which he would circulate to all JELC members.

FB

10.4.3. Malaria

FB

It was noted that two tests for malaria were likely to be available soon. There was discussion on deferral periods for people who had been resident in malarial areas. It was suggested that Kate Soldan be asked to do a risk assessment to see what the risk would be of having a three-year quarantine. Consideration would then be given to issuing a concession.

10.4.4. Serious Hazards of Donation (SHOD) (EC 42/00)

It was proposed that a reporting system, similar to SHOT, should be set up for serious hazards of donation. It was agreed that consideration would need to be given to the categories which would be collected and that the system should come under the remit of SACCS and the Red Book.

It was suggested that it could possibly be merged with the Apheresis Reporting System. FB would write to Moji Gesinde

FB

10.4.5. Chagas' Disease

FB reported that there was now much clearer epidemiological evidence of *T. Cruzi*

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- being transmitted by blood donation. The criteria for visitors to South America, however, must be compatible with the European guidelines. **VJ to send**
- IF requested information on the link between CoE and EU guidelines on Donor selection.
- 10.4.6. TSEs**
- FB requested that his SAC be represented on the TSE Working Party.
- 11. STANDING ADVISORY COMMITTEE ON INFORMATION TECHNOLOGY**
- 11.1. Minutes of Meeting held on 10 April 2000 (EC37/00)**
- These papers were received for information.
- 11.2. Matters Arising from October Meeting**
- As well as preparing a review of version 5, work was being done on the labelling of blood and blood bags in preparation for the full implementation of ISBT 128. A joint group with SACBC was looking at the mapping of labels. Work was also taking place regarding EDI and getting European standards in place. It was necessary to ensure there was a link with TC251.
- PA circulated draft copies of the SACIT update and requested comments within 2 weeks. **ALL**
- 12. Standing Advisory Committee on Immunohaematology**
- A meeting of the SAC had taken place on 13 October when there had been discussion on amendments for the next edition of the Red Book. Changes would be relatively slight for the next edition. However, a small working party was to be set up to look at substantially changing the immunohaematology components sections in terms of what should be kept in, what could come out etc. The working party would need to have a clear remit, a set time period and a final report sent to the JELC.
- 13. STANDING ADVISORY COMMITTEE ON TISSUE BANKING**
- 13.1. Council of Europe**
- RW reported that the CoE group of experts had now produced a draft guidance document on organs, tissues and cells which had gone for internal consultation. It would now be going out to all relevant authorities for external consultation. A further meeting would be held in June 2001 to incorporate the comments received.
- 13.2.** RW advised that a number of documents were being prepared:

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- A document describing the tracking needed for vCJD risk in tissue/cord blood donor/recipients
- A risk assessment regarding bone components

13.3. The MSBT document regarding microbiological safety of organs, tissues and cells came out at the end of August/beginning of September and would be used by the MCA when inspecting Tissue Banks.

14. STANDING ADVISORY COMMITTEE ON TRANSFUSION TRANSMITTED INFECTION

14.1. **Minutes of Meeting held on 2 May 2000 (EC 38/00)**

14.2. **Minutes of Meeting held on 5 July 2000 (EC 39/00)**

These papers were received for information.

14.3. Matters Arising from Meeting held on 19 September 2000

a) TSE Sub-Committee

It was noted that there had been no further progress in relation to this sub-committee. It was felt, however, that TSE issues should be discussed in the main group and it was suggested that Marc Turner be invited to join SACTTI.

b) Technical Sub-Committee

This group currently meets on an ad hoc basis only. EL would review this.

14.4 HTLV Paper (EC 41/00)

**EL
ALL**

AR gave some background information on this issue. MSBT had made a recommendation in 1996 that HTLV testing should be introduced but this had been rejected by the NHSE.

This paper was part of a review currently being prepared for the MSBT. The paper was endorsed by the meeting. It was accepted that Medical Directors, and other senior members of the Services, via the Medical Directors, could ask SACs to provide them with expert professional advice as needed. To avoid confusion it is important that the JELC is made aware of these issues and that the papers produced for these purposes are circulated to JELC members, considered at JELC meetings (preferably before their further use) and become part of the JELC documentation .

15. ITEMS RAISED BY NIBSC

15.1. New Centre for Reference Materials

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TB reported that work on this unique building was progressing well.

15.2. Development of TSE Reference Centre

TB advised that some materials were already available but they would be looking for blood reference materials in the future.

15.3. Red Book

The Standards section would be updated.

16. ANY OTHER BUSINESS

16.1. Sickle Cell Screening

It was noted that Scotland, N Ireland and Wales would not be identifying individuals for sickle cell screening.

16.2. LW wished to acknowledge the work done by NIBSC and NEQAS in developing the standard for leucocyte counting.

Post meeting Note: MCA and MDA membership of JELC. VJ was delighted to report that MK wished to remain a full member of the JELC rather than be an observer.

MDA representation will be pursued in 2001 once our organisational issues are resolved.

17. Dates of Future Meetings - 2001 (*Venues were selected on availability*)

Wednesday 14 February - Birmingham (New Street)
Thursday 14 June - London (West End Donor Centre)
Thursday 11 October - London (West End Donor Centre)