

ANNEXURE 4 Information Paper 1: THE HOSPITAL TRANSFUSION COMMITTEE

Terms of Reference:

It is mandatory, as described in the National Blood Policy 2015, that all major hospitals providing blood transfusion should establish a hospital transfusion committee (HTC) as a local body that is able to support, monitor and ensure safe transfusion practice, for donors and patients and staff.

Roles:

The principal function of the hospital transfusion committee is to:

1. Monitor the safety, adequacy and reliability of the supply of blood, blood products and alternatives to transfusion
2. Develop systems and procedures for the implementation of the national guidelines on the clinical use of blood within the hospital, including the development of a hospital blood ordering schedule.
3. Promote the effective implementation of the national guidelines through the education and training of all clinical and blood bank staff involved in the transfusion process.
4. Monitor the usage of blood and blood products within the hospital
5. Monitor the implementation of the national guidelines in the hospital and take appropriate action to overcome any factors hindering their effective implementation
6. Review incidents of severe adverse reactions or errors associated with transfusion, identify any corrective action required and refer them to the National Blood Transfusion Committee.

Membership:

Should be multidisciplinary and involve all departments in the hospital that are providing and prescribing blood.

Include:

- senior representatives from specialties that prescribe blood
- OIC Blood Bank
- OIC Pathology
- A senior pharmacist
- A senior nurse

The membership of the HTC is primary clinical but on occasions may involve other personnel such as the finance officer or a lawyer.

Chair: Either Director Curative Health, Director Medical Services or a senior clinician.

Meetings: Can be held monthly or quarterly depending on hospital needs.