



Donor Surgeons & Donor Coordinators Advisory Committee Meeting Draft Agenda

Date: Wednesday, 7 Dec 2016

Time: 10:00am – 2:50pm

Venue: Qantas Meeting Room, Sydney Airport

Chairs: Michael Fink and Nicola Seifert

Item	Topic	Introduced by	Indicative (start) times
1	Apologies	Chair	10:00am
2	Introductions (Welcome Co-Chair)	All	10:01am
3	Declaration of Conflict of Interest	All	10:02am
4	Confirmation of Agenda	All	10:03am
5	Confirmation of the Minutes of the 10 April 2016 meeting	All	10:04am
6	Matters arising from the Minutes of the previous meeting [Refer Action items below and to Business Paper #1]	All	10:05am
7	Report from Chairs <ul style="list-style-type: none"> i. TLRG Meeting ii. Credentialling Guidelines [Refer to Business Paper #2] iii. Machine perfusion 	M Fink	10:20am
8	Update: review of TSANZ Clinical Guidelines [Refer to Business Paper #3]	M Fink	10:55am
9	Update: literature review on high risk donors [Refer to Business Paper #4]	M Fink	11:00am
10	Warm ischaemia time	H Opdam/ M Fink	11:10am
11	OTA update	H Opdam	11.20am
12	ANZDATA Report	Kylie Hurst	11:30pm
Lunch 12:30 pm - 1:20 pm			

Agenda (continued)

Item	Topic	Introduced by	Indicative times
13	Resourcing for increased donor activity	M Fink	1:20pm
14	Update on Living Donor Surgeons Subcommittee	B He	1:50pm
15	Update on ATCA-TSANZ SOPs <ul style="list-style-type: none"> i. ATCA-TSANZ SOP 001/2015, Vs 2.0: Organ Allocation Rotation Urgent Listing and Auditing Process ii. ATCA-TSANZ SOP 003/2013: Packaging, labelling, storage and documentation of deceased donor vessels iii. ATCA-TSANZ SOP 002/2014: Electronic Donor Record Utilisation for: Organ Offer Process Organ Transfer Documentation [Refer to Business Paper #5] 	N Seifert	2:00pm
16	ORRF Presentation	All	2:10pm
17	Other business <ul style="list-style-type: none"> i. Information update[Refer to Business Paper #6] ii. Hep C-treated donors 	M Fink N Seifert	3: 10pm
18	Next Meeting Sunday 7 May 2016, 6:30pm – 8:30pm, Brisbane Convention Centre, QLD [Refer to Business Paper #7]	All	3:30pm
19	Closure	Chairs	3: 40pm

ACTION LIST: 10 APRIL 2016 MEETING

Subject	Ref #	Action	Who	When	Status
Governance	10042016-1	Upload the revised TOR on TSANZ website	I Ali	30/05/2016	✓
Angiography & CT Chest	10042016-2	Include CT Chest Guidelines in the agenda for the next meeting to enable the Committee to identify areas where the Guidelines require further clarity. [I Ali]	I Ali	30/06/2016	✓
Proposed ATCA-TSANZ SOP 001/2015, Vs 2.0: Organ Allocation Rotation Urgent Listing and Audit Process	10042016-3	Write to the Chair of TSANZ Advisory Committees and Working Groups advising the retention of the 30 minute rule, and proposing changes to the text as agreed at the meeting to allow flexibility regarding complex cardio-thoracic referrals.	M Fink	30/06/2016	✓
	10042016-4	Identify terminological inconsistencies relating to the 30/60 minutes time frame for accepting or declining an offer in practice documents and, through the DSDC AC Chair, bring these to the attention of ATCA President and the Chair of TSANZ ACs and WGs with a view to clarifying the meaning of the phrase “to respond”. [Refer to Business Paper #1]	I Ali	30/06/2016	✓
	10042016-5	Consult RTAC on the need for 60 minutes acceptance/rejection time frame for renal organs by transplant units and advise the Committee on the outcome of this consultation at the next meeting	E Mehakovic].	28/07/2016	

ATCA-TSANZ SOP 003/2013: Packaging, labelling, storage and documentation of deceased donor vessels	10042016-6	Draft an email for the Chair of DSDC AC to go to the Chair of TSANZ ACs and WGs seeking an out of session approval of the proposed amendment of ATCA-TSANZ SOP 003/2013: Packaging, labelling, storage and documentation of deceased donor vessels	I Ali	30/05/2016	✓
	10042016-7	Subject to a decision in the affirmative with regard to 10042016-6 above, submit the revised SOP for approval by OTA.	I Ali	31/07/2016	✓
	10042016-8	After necessary approval has been granted, send a letter (together with the SOP under reference) to renal, liver and pancreas transplant units highlighting the new interpretation that the SOP places on the use of donor vessels for non-intended organ recipients; notably, the circumstances under which the vessels could be used and the surgeon's responsibility for their use to support the integrity of the organ donation process and reduce the risk of disease transmission	M Fink	31/08/2016	
	10042016-9	After necessary approval has been granted, prepare an implementation plan to remind the DonateLife staff of the consenting process, information flows associated with the SOP and any training and education to facilitate the SOPs implementation	H Furniss	28/09/2016	
Tasmanian Proposal for Organ Allocation and Rotation	10042016-10	Amend ATCA-TSANZ SOP 001 in light of Tasmania becoming an independent organ donation jurisdiction with effect from 1 July 2016.	Hurley Furniss	20/06/2016	✓
	10042016-11	Obtain necessary approvals for the revisions to the SOP	I Ali	20/07/2016	✓

ORRF	10042016-12	Submit the ORRF Audit proposal to the Clinical Governance Committee (CGC) meeting on 6 June 2016 and feedback to the Chair of DSDC AC CGC's decision	H Opdam	08/062016	✓
	10042016-13	Subject to the decision reached in 10042016-12 above, prepare an implementation plan for the ORRF Audit	H Furniss	08/072016	Cancelled
ORRF	10042016-14	Subject to the decision of the Clinical Governance Committee, circulate the new ORRF audit template to all jurisdictions for reporting of their ORRF audits	H Furniss	8/10/2016	Cancelled
	10042016-15	Subject to the decision of the Clinical Governance Committee submit the ORRF audit utilizing the new template covering the period 1/01/2016 to 31/10/2016 at the December 2016 meeting of the Committee	Jurisdic tions	06/12/2016	Cancelled
Next Meeting	01122015 - 16	Finalise meeting arrangements for 6 December 2016 and advise members.	I Ali	15/08/2016	✓