



Donor Surgeons and Donor Coordinators Advisory Committee (DSDCAC)

AGENDA

Date: 7 December 2011

Time: 10:00 am . 3:00 pm

Venue: Garden Terrace Room 2, Sydney Airport Stamford Plaza, Corner of Robey Street and OqRiordan Street, MASCOT NSW.

Chair: John Chen

Co-Chair: Tina Coco

Item, #	Topic	Introduced by	Indicative times
Tea and coffee on arrival 10:00 am . 10:15am			
1	Apologies	I Ali	10:16am . 10:17am
2	Introductions	All	10:18am . 10:20am
3	Confirmation of the Agenda	All	10:21am . 10:23am
4	Confirmation of the Minutes of the 21 September meeting	All	10:24am-10:26am
5	Matters arising from the previous meeting.	All	10:27am - 10:38am
6	Ratification of Terms of Reference (Action Item #1)	John	10:39am . 11:05am

7	Report on the outcome of consultation on Document Standardisation for Interstate Organ Transfers (Action Item #2)	T Coco	11:06am . 11:30am
8	Report on the outcome of consultation on Donor Vessel Packaging, Labelling, Storage and Use (Action Item # 3)	T Coco	11:31am . 12:00am
9	Donor Retrieval Audit Form (Action Item # 5)	C Hannan	12:00pm . 12:20pm
Lunch Break 12:20pm . 1.15pm			
10	CDRF Review (Action Item #4)	Tina	1:15pm -1:35pm
11	Donor Retrieval Surgical Technique (Action Item # 6)	J Chen / M Fink	1.36pm . 2:00pm
12	Review of 2011/12 Workplan and priorities for 2012/2013	All	2:01pm . 2:30pm
13	Other business (a) Review of Pancreas Protocol for Pancreatic Islet (b) Review of consultation process	M Fink J Gillis	2:31pm . 2:45pm
14	Evaluation of Face to Face Meeting	All	2:46pm . 2:59pm
15	Closure	J Chen	3:00 pm