NODC(18)17a

NHS
Blood and Transplant

Strengthening the Effectiveness of the Organ Donation Committee

Background

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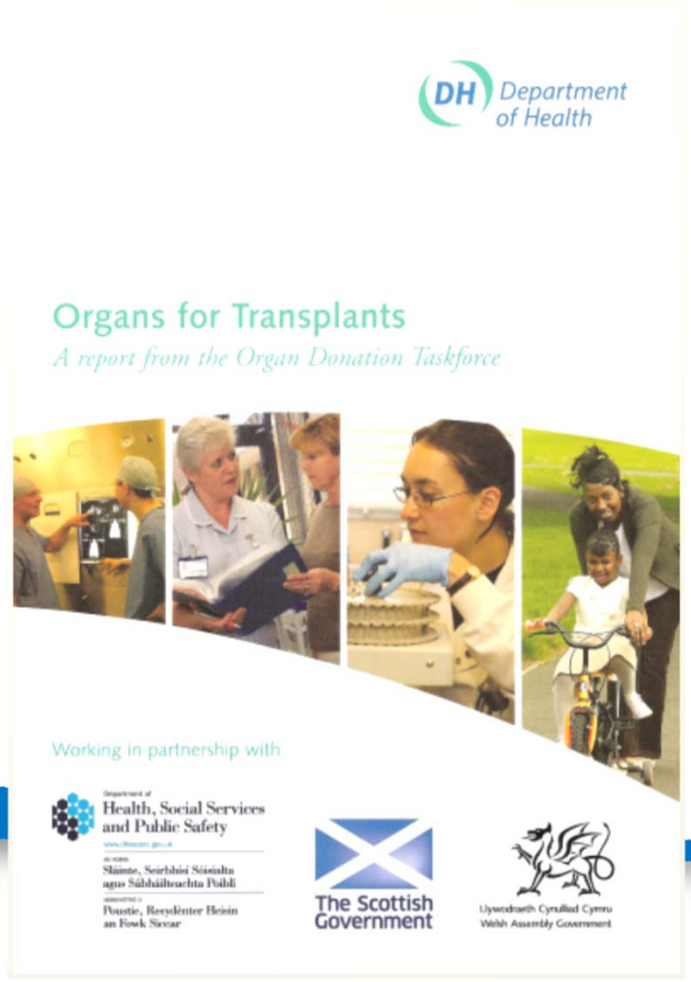

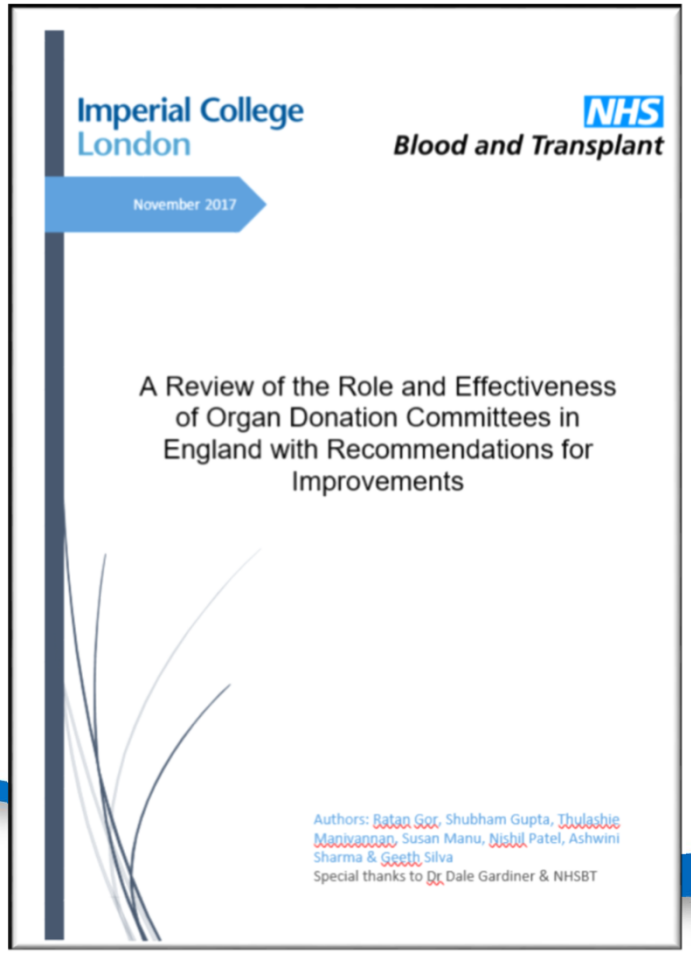

Event – 2 days in Birmingham

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- Expectations
- Review Current State
- Ideal State
- GAP analysis
- Identified Issues
- Key themes – development of solutions
- Actions

Gap Analysis – Fishbone Model

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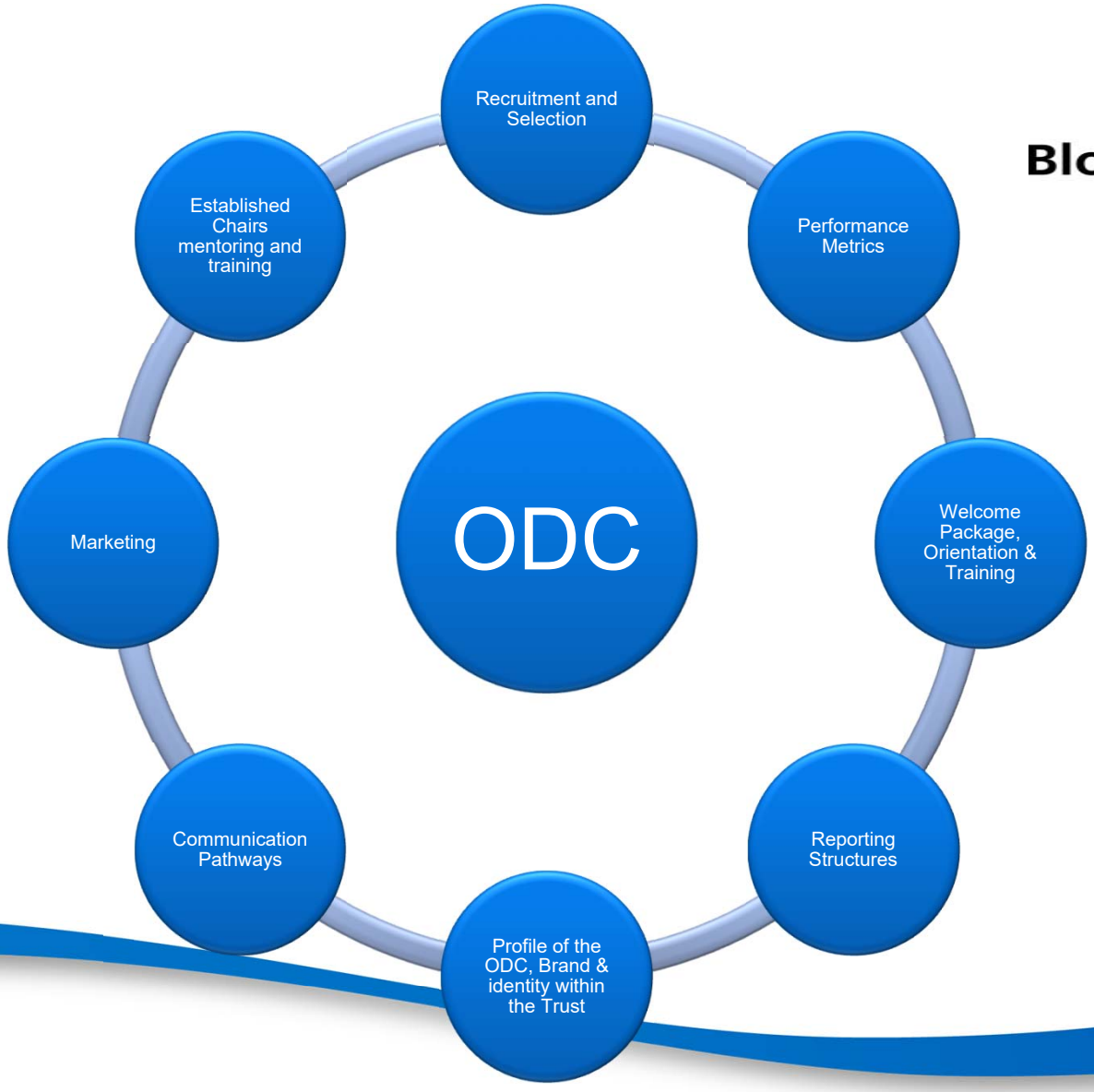

Recruitment and Selection

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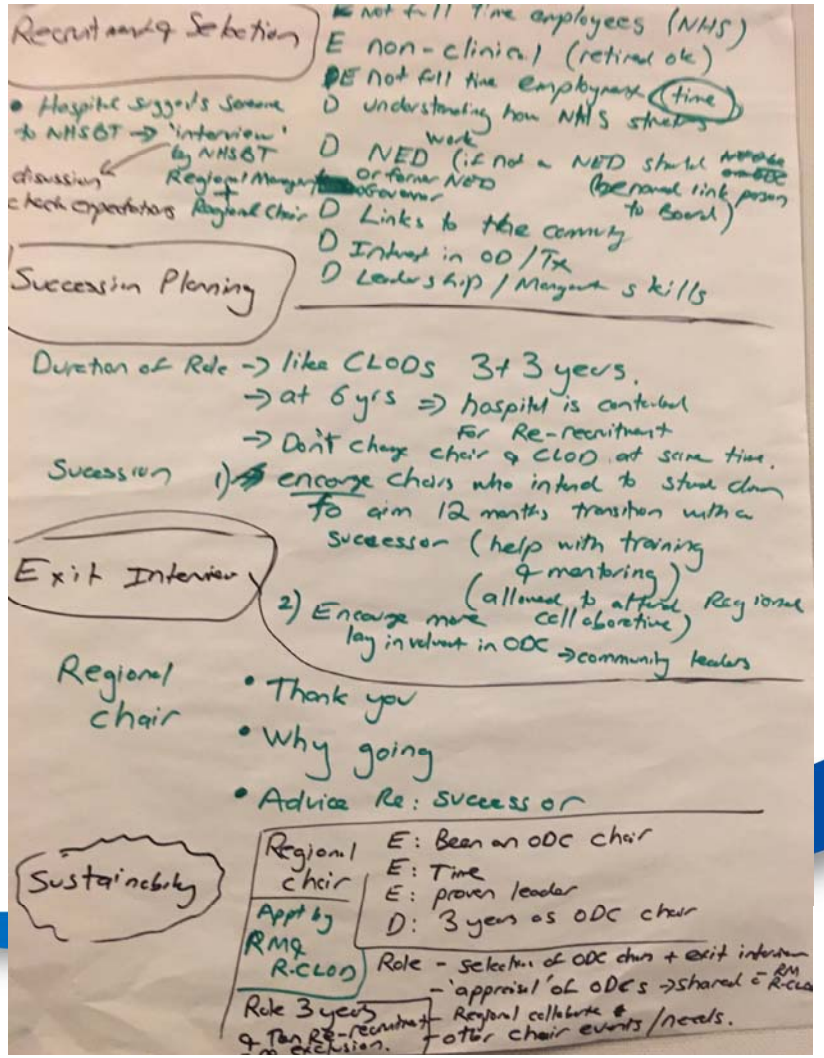
- Create a clear role profile for the Donation Committee Chairs, including values and behaviours
- Clear responsibilities on the identification of chair, expectations, interview process, term in role, rotation – this should be included within the MOU
- Development of a Regional Chair model, roles, responsibility's and time



Welcome Package, Orientation & Training

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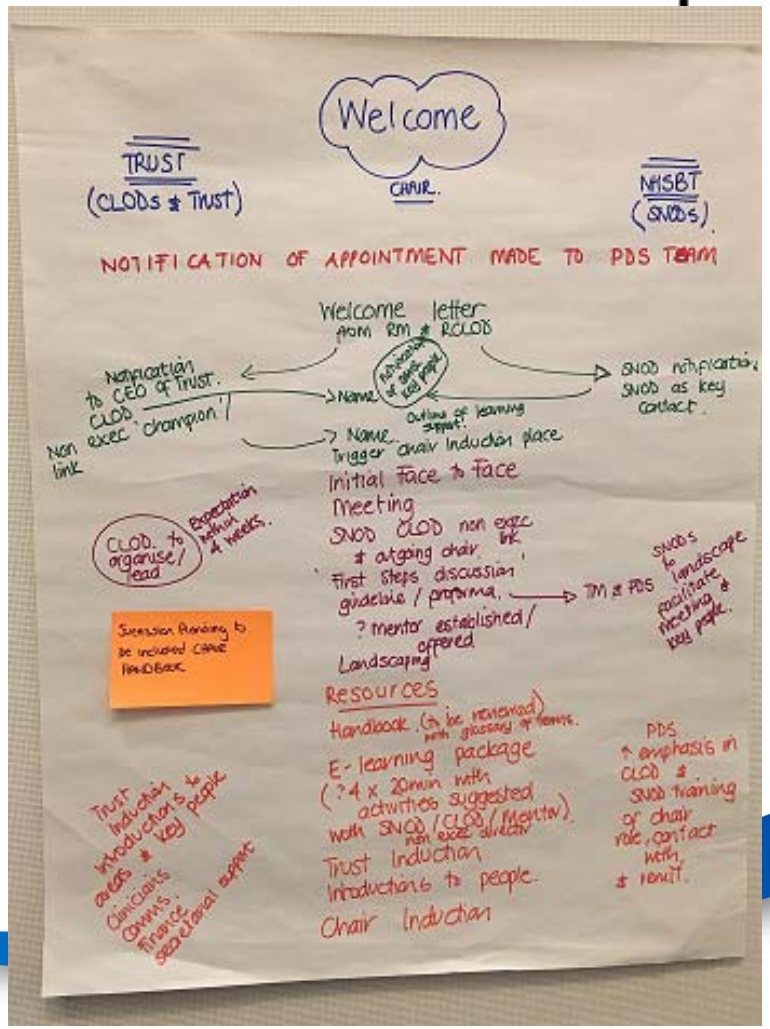
- Every new Chair to receive a letter for welcome letter, containing contact details for CLOD, SNOD and communications.
- Induction and orientation of Committee Chairs within local Trusts
- E learning package i.e. NHS experience
- Induction programme, 4 weeks/ 4 modules to include meeting with CLOD, Admin, Mentorship, another chair, admin
- Review Chair handbook



Profile of the ODC, Brand & Identity within the Trust

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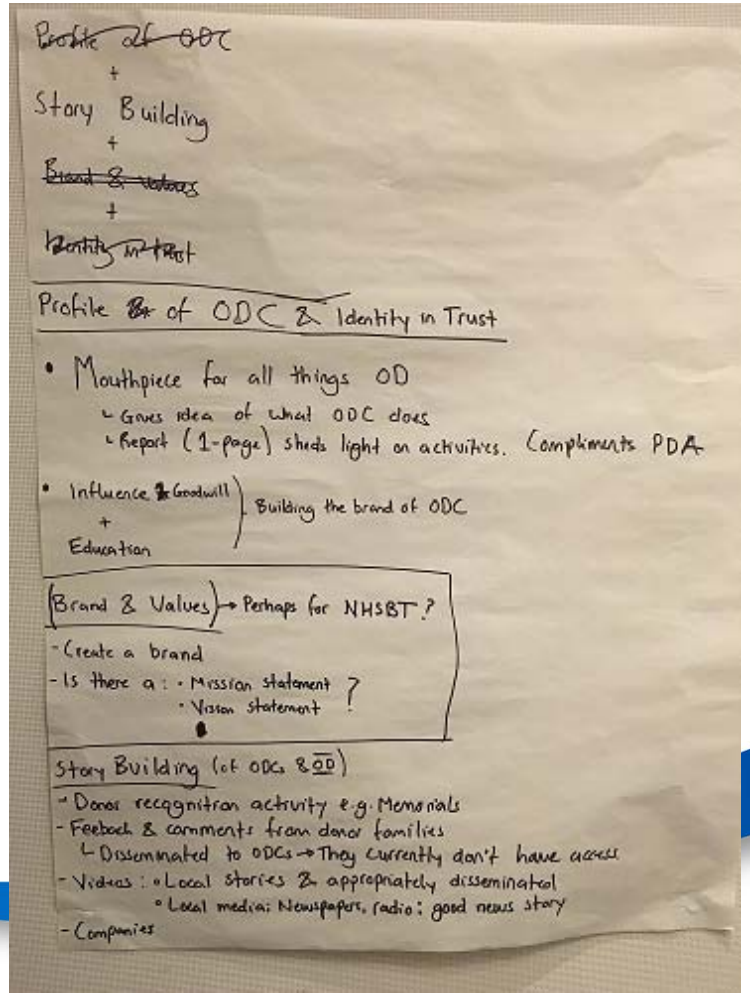
- Education sessions to include the role of the ODC i.e SNODs and Trust Training, CLODs Training
- Consideration to be given to sharing service evaluation forms with DCC and ODC
- Donation recognition memorials to be included in handbook as examples
- Consideration of the DC role profile to be considered alongside implementation of legislative changes
- Mission and vision statements on the role of ODC, NHSBT to devise
- Develop a logo for ODC



Reporting Structures

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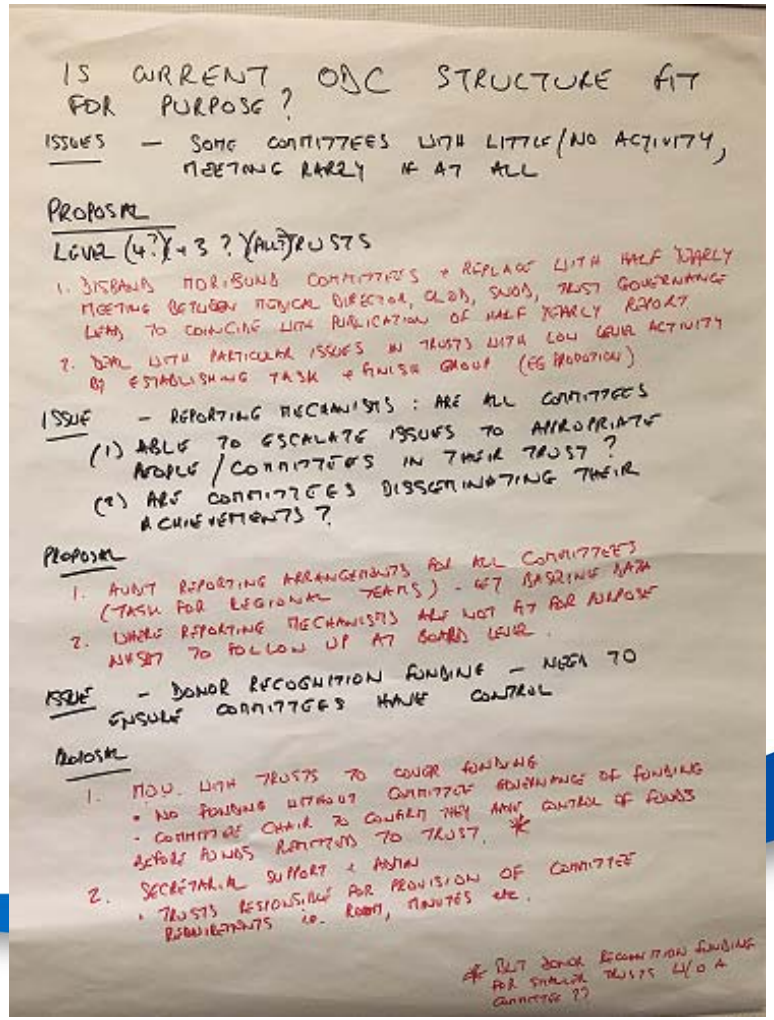
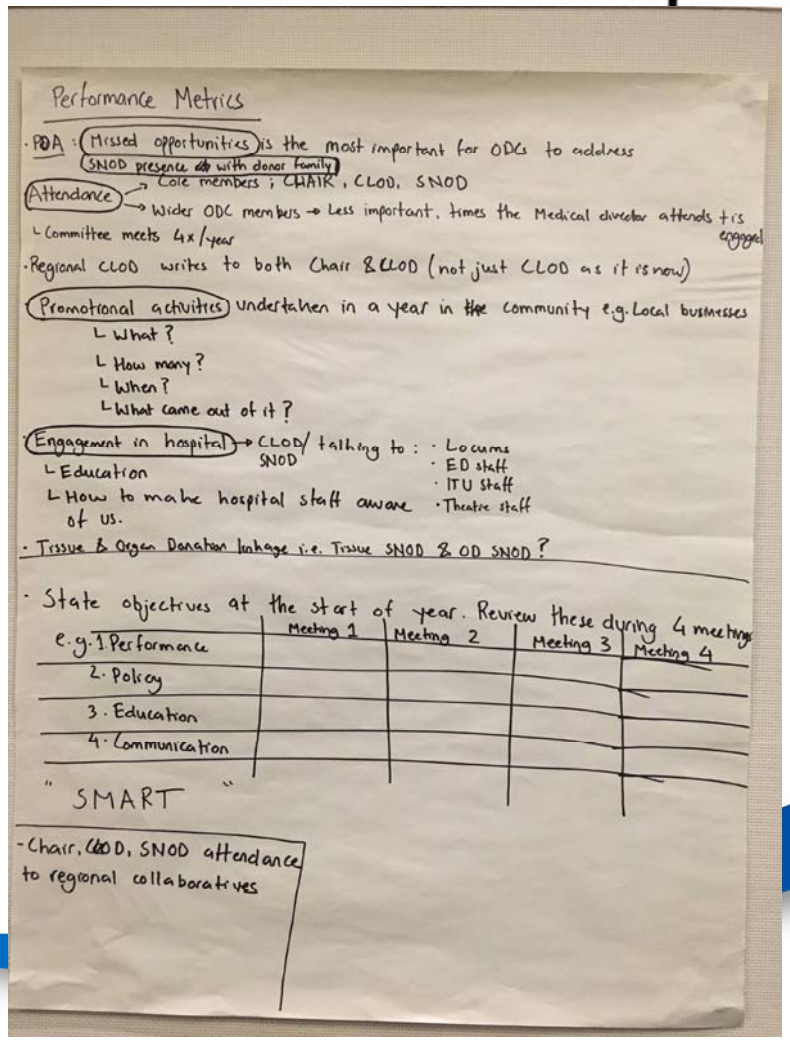
- Regional review of Donation Committees, identifying committees where reporting structures are not working effectively, where the committee does not meet regularly or is not functioning. Identify current reporting structures – what works and if good news is reported as well as performance?
- Develop Emergency Committee Structure (CLOD/ SNOD/ Med Dir and Governance)
- Define process for funding to be signed off by Chair or recognised structure before funding released by NHSBT to Trusts (right person to access money)
- Include in the MOU, the requirement for Donation Committee admin support, room provision for meetings



Performance Metrics

- Template reports/annual plans to trusts
- Pilot template (consultation)
- Standardise information provided to DCC and DC's
- Chairs to be included in the missed opportunities email/ letter
- Pilot incident reporting for missed opportunities (IR1)
- Devise guidance to ODC re alliance sites (tissue donation)



Established Chairs mentoring and training

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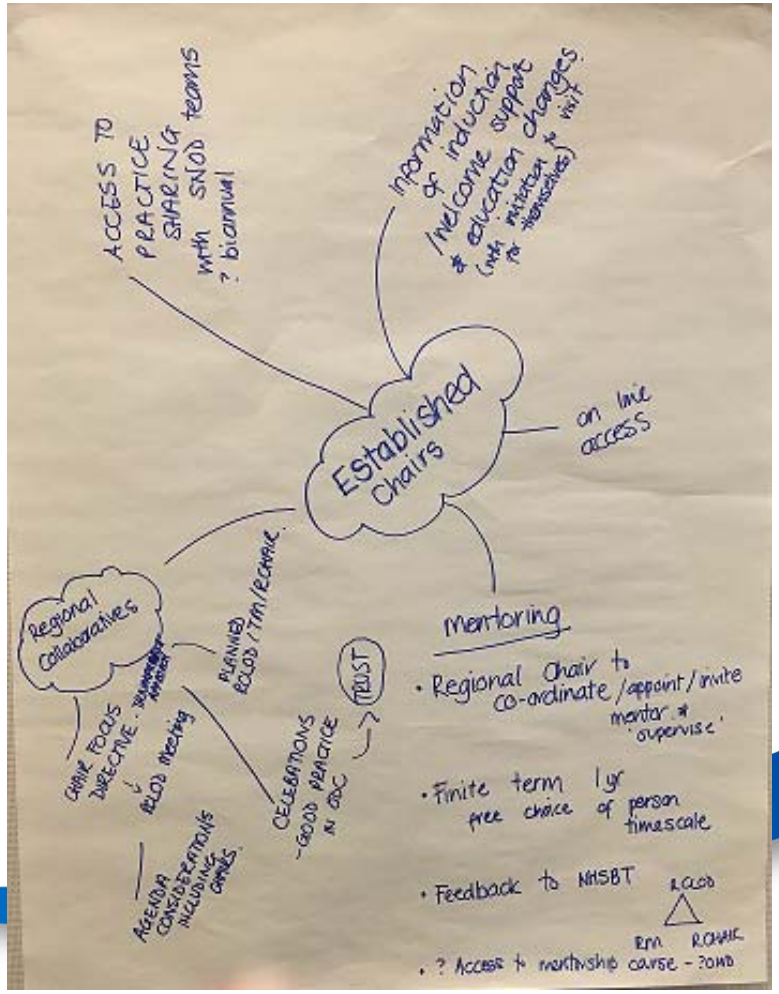
- Collate welcome information and share with established DCC
- RM's to invite DCC to shared practice sessions
- Identify DCC who wish to be mentored
- Identify if DCC can access internal mentoring courses via OWD
- Include chair perspective in all sessions delivered (Regional Collaborative)
- Include R- DCC role in planning od Regional Collaborative



Communication Pathways

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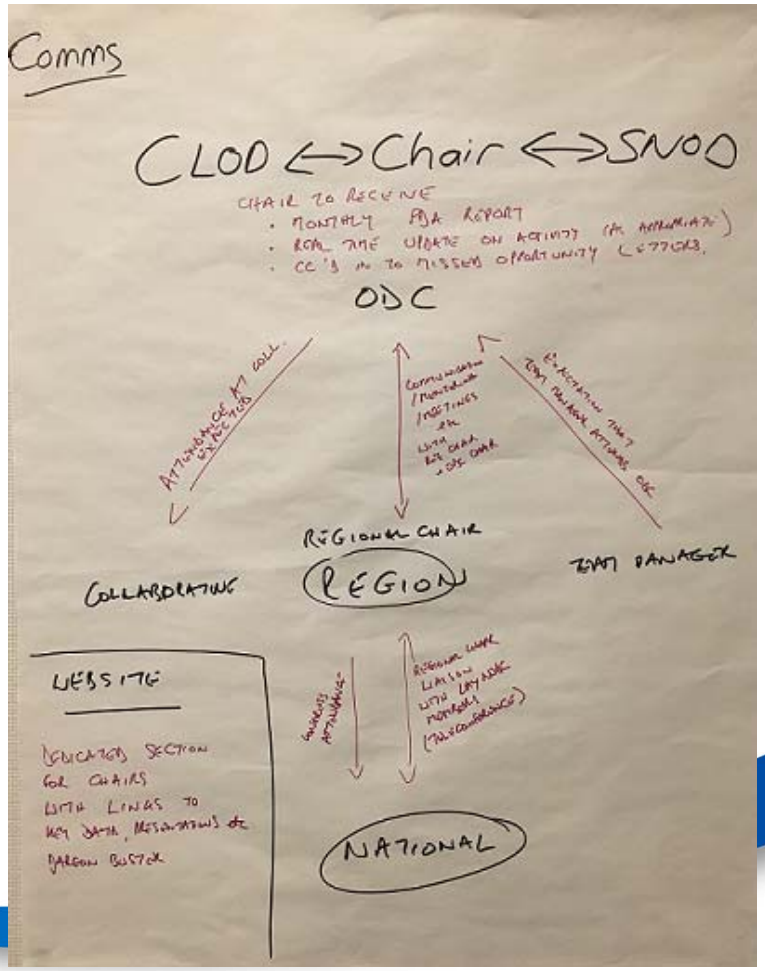
- Include DCC in real time updates on activity if they would like this communication. SNODs/ CLODs to ask DCC
- DCC to be included in monthly communications
- TM's to attend Committees where possible, and to be included in Committee communications
- Develop website within Microsite for Donation Committee Chairs
- Development of Framework for Regional Chairs communication for inclusion in Handbook



Marketing

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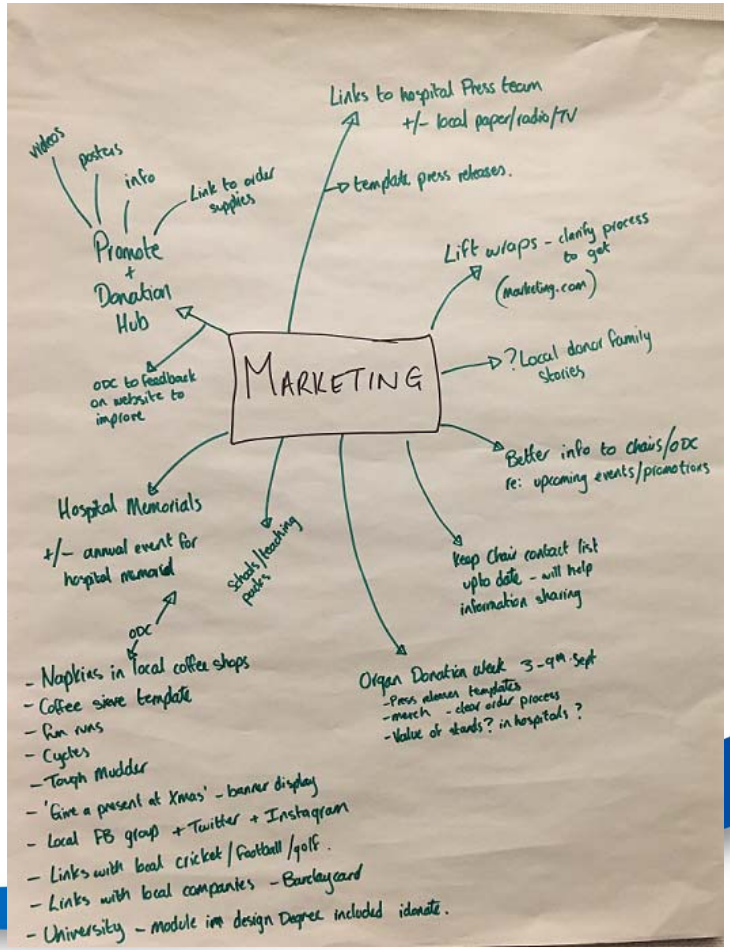
- Raise awareness of the ODT promotions hub
- Encourage feedback for ODC on hub content
- Minimum promotional actions to be included in handbook .i.e donation week
- Evidence of good practice to be shared via Web e.g. promotion