

Living Donor Liver Transplantation (LDLT) Proctor Team Operational Model Quick Guide for Referring LDLT Liver Transplant Centre Teams

Updated October 2024

First Steps



Access information

- Access **'LDLT Proctor Team'** folder at https://www.odt.nhs.uk/living-donation/living-donor-liver-transplantation/ for all relevant information
- Follow 'LDLT Local and Proctor Team Responsibilities' (INF 1729) for step-by-step pathway

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Before you refer a case

- Step -1: Ensure local approvals are in place to support proctored case/referral to proctor team (INF 1729)
- Step 0: Ensure recipient is suitable for listing (INF 1729). NB: potential LDLT recipients can be listed as active or suspended (as per LDLT Policy (POL 402))
- Complete donor health screening questionnaire access in the 'LDLT Proctor Team folder' at https://www.odt.nhs.uk/living-donarion/living-donor-liver-transplantation/ to identify donor health issues that may preclude further assessment

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Referral to Proctor Team

- Complete 'LDLT Proctor Team Activation Form'
- Complete slides 2 & 3 of 'LDLT Proctor MDT Slide Set' with basic donor and recipient details
- Email form and slide set to MDOfficePAs@nhsbt.nhs.uk FAO of OTDT Medical Director and AMD Living Donation and Transplantation

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Next Steps



Proctor Team engagement

- LDLT Proctor team will contact referrer to agree next steps according to standardised pathway (INF 1729) and case-by case considerations
- Use **'LDLT Proctor MDT Slide Set'** to record recipient and donor assessment and sign-off from Proctor Team before submitting case for OTDT Medical Director sign-off

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OTDT sign-off

- Complete 'LDLT Checklist' and supporting documents, including completed Proctor Team MDT slide set, Crisis Management Plan, Communications Plan and local Trust agreements
- Email checklist and accompanying evidence to MDOfficePAs@nhsbt.nhs.uk FAO of OTDT Medical Director and AMD Living Donation and Transplantation (min. 10 working days before you wish to proceed with case)

Post approval to proceed

- Once approved, confirm date of surgery with Proctor Team
- Ensure local teams aware of **Communications and Crisis Management Plans** and their roles. NB: ensure donor and recipient are aware of their roles in managing communications
- Update OTDT with date of surgery, progress to plan and outcome of case via MDOfficePAs@nhsbt.nhs.uk

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What else?



Monthly monitoring

Centres engaging with the Proctor Team model will be asked to complete a 'Monthly LDLT Activity
 Monitoring Form' and submit it to MDOfficePAs@nhsbt.nhs.uk by 5th of each month

Queries or concerns

 Please email Derek Manas, OTDT Medical Director and/or Lisa Burnapp, Associate Medical Director via <u>MDOfficePAs@nhsbt.nhs.uk</u> if you have a query or concern related to this project and or need further advice or support

Other resources

• Please refer to last slide in this pack for a resource list to support the LDLT programme

All documents in bold can be found at: https://www.odt.nhs.uk/living-donation/living-donor-liver-transplantation/



Useful Resources

For Whom	Where to find them
Clinical Teams 1. LDLT Project; Proctor Resources; Policies; 2. LDLT Network 3. UK Guidelines for LDLT (BASL/BTS)	 https://www.odt.nhs.uk/living-donation/living-donor-liver-transplantation/ https://www.odt.nhs.uk/living-donation/uk-living-donor-liver-transplantation-network/ https://bts.org.uk/guidelines-standards/
Recipients and Living Donors1. Recipient information2. Donor information3. Patient organisations	 https://www.nhsbt.nhs.uk/organ-transplantation/ https://www.organdonation.nhs.uk/become-a-living-donor/donating-part-of-your-liver/ UK Liver Alliance https://britishlivertrust.org.uk/uk-liver-alliance/ British Liver Trust https://britishlivertrust.org.uk/ Liver North https://www.livernorth.org.uk/
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