

OPTN/UNOS Transplant Coordinators Committee (TCC)
Meeting Minutes
July 30, 2018

Monthly Conference Call
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Introduction

The Transplant Coordinators Committee (TCC) met via teleconference on 07/30/2018 to discuss the following agenda items:

1. Proof of Concept Update
2. Basecamp Mini-Tutorial
3. Learning Series Update
4. Regional Meetings

The following is a summary of the Committee's discussions:

1. Proof of Concept Update

UNOS staff provided a brief update on the proof of concept. This project was initiated with an invite from the incoming OPTN/UNOS President and resulted in 7 members being added to the committee roster. These additional members represent the Board of Directors as well as the following OPTN Committees: Ad Hoc Disease Transmission Advisory, Operations and Safety, Living Donor, Pediatrics, and Patient Affairs. The goal of the proof of concept is to better engage constituent voices (i.e. transplant coordinators) in the policy development process and improve communication within and between the Committees and the Board of Directors.

UNOS staff provided an overview of the expectations for committee members. This included attendance, participation, review of materials, providing input on proposals, and contributing information on Basecamp. Concept participants are also expected to serve as the liaison between the home committees and constituent committees.

UNOS staff noted that in order to measure the success of the proof of concept a series of surveys will be sent out to the group. The initial survey results will be shared with the committee during its August 2018 conference call. Additional surveys will be sent out at the mid-point and end of the proof of concept schedule which ends in December 2018.

2. Basecamp Mini-Tutorial

UNOS staff provided an overview of the Basecamp site that was created to help facilitate communications during the proof of concept. The home page includes the committee charge as well as the following sections:

- Message Board
- Documents and files – This contains the concept paper, meeting materials, fall public comment documents, and other relevant materials.
- Automatic check-ins – This can be used to provide regular feedback on questions.
- To do
- Schedule/calendar
- Chat

3. Learning Series Update

UNOS Professional Education (PE) staff provided an update on two learning series projects.

You've Got What I Need: Partnerships for Better Donor Collaboration & Coordination (QLT120) – UNOS staff noted that this educational offering was posted on UNOS Connect on July 27, 2018. “This offering emphasizes effective practices to facilitate donor management and organ allocation. These practices are intended to help coordinators develop and improve ways to enhance communication and collaboration between transplant center and OPO coordinators without compromising recipient outcomes.”

Explaining the Candidate Registry (Waiting list) – UNOS PE staff noted that they are working to schedule work group conference calls to revisit the scope and strategy for this educational offering. The plan is to complete this by late October 2018.

UNOS staff noted that the committee will kick off planning for next year's learning series during the September in-person meeting.

4. Regional Meetings

One committee member asked about the upcoming regional meeting presentations. UNOS staff noted that all the regional representatives should have received an invite to attend a regional meeting prep call. These calls will be held for both TCC and PAC members since the plan is for the PAC members to give the verbal presentation with support from the TCC members. UNOS staff noted that there are four calls scheduled and committee members need to attend at least one of the calls.

Upcoming Meetings

- September 13, 2018, in-person meeting, Chicago, IL