OPTN Transplant Coordinators Committee Meeting
Meeting Summary
October 19, 2023
Conference Call

Stacy McKean, RN, BSN, MHA, CPTC Chair
Christine Brenner, RN, BSN, CPTC, CCTC Vice Chair

Introduction

The OPTN Transplant Coordinators Committee (the Committee) met via Citrix GoToMeeting teleconference on 10/19/2023 to discuss the following agenda items:

1. Ad Hoc Disease Transmission Advisory Committee Project: Standardizing the Patient Safety and Duplicate Reporting
2. Vice Chair Call for Nomination and Selection Process
3. Expeditious Task Force Update

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

1. Ad Hoc Disease Transmission Advisory Committee (DTAC) Project: Standardizing the Patient Safety and Duplicate Reporting

The Committee received a presentation from the OPTN Ad Hoc Disease Transmission Advisory Committee about their upcoming project: Standardizing the Patient Safety and Duplicate Reporting.

Summary of discussion:

> Decision: The Committee provided feedback in support of the OPTN Ad Hoc Disease Transmission Advisory Committee's project.

The Vice Chair voiced their support for requiring a primary as well as a secondary email, which their transplant center does, and feels that it is effective enough to be required for everyone. A member noted that it should be required that there should be some acknowledgment of contact, whether that is via email or phone. They continued, highlighting that having both primary and secondary contact is vital and reviewing contact information would be a good idea.

A member agreed that having a primary and secondary contact should be required, as well as voiced their support for having a receipt of acknowledgment. They commented that email is the most secure and voiced their concern about using telephone communication since there is no way the information can be tracked and kept somewhere secure like it could be on an email.

A member discussed their concern about using an email because there is no way for an individual to confirm that the receiving party got the email. UNOS staff confirmed that the DTAC workgroup has considered this issue, and determined that there must be a reply, acknowledging receipt of the email.

Committee members will reach out to UNOS staff if they have any further recommendations as well as if they have any interest in becoming a volunteer on the OPTN DTAC Workgroup.

2. Vice Chair Call for Nomination and Selection Process

The Committee received a presentation about the nomination and selection process to become Vice Chair of the Committee.

Summary of discussion:

> Decision: There were no decisions made regarding this item.

The Vice Chair noted that her experience on both the Committee, as well as the OPTN Policy Oversight Committee (POC) have been informative experiences in the role. The Chair agreed, adding that there is a time requirement, however, the position allows members to gain experience in different areas of OPTN policy.

Next steps:

The Committee will receive information via email about the process, including how they can nominate candidates.

3. Expeditious Taskforce Update

The Committee received an update about the Expeditious Taskforce.

Summary of discussion:

> Decision: There were no decisions made regarding this item.

There was no further discussion on this item.

Next steps:

The Committee will continue to receive updates about the Expeditious Taskforce as they become available.

Upcoming Meetings

- November 16, 2023 @ 2:00 PM ET (teleconference)
- December 21, 2023 @ 2:00 PM ET (teleconference)

Attendance

- **Committee Members**
  - Amy Olsen
  - Anne O'Boye
  - Ashley Anne Hamby
  - Brandy Baldwin
  - Christine Brenner
  - Gertrude Okelezo
  - Heather Bastardi
  - Karl Neumann
  - Kelsey McCauley
  - Kenny Laferriere
  - Robin Petersen-Webster
  - Rosa Guajardo
  - Stacy McKean
  - Stacy Sexton
- **HRSA Representatives**
  - Arjun Naik
  - Kala Rochelle
- **UNOS Staff**
  - Kayla Balfour
  - Kim Uccellini
  - Robert Hunter
  - Ross Walton
  - Taylor Livelli