

Memo No. SBTC/1M-01-14/14/8

Date : 20/01/2015

Resolution of the Meeting regarding improvement of the Blood Transfusion Services (BTS) in the State

Venue: Conference Hall, WBSAP&CS, Swasthya Bhawan, Kolkata

Date: 13th November 2014 at 12 Noon

Agenda:---

- 1) Licensing issues for the Blood Banks
- 2) Infrastructure of upcoming & existing Blood Banks
- 3) Issues relating to Manpower
- 4) Procurement and supply of Kits and Blood Bags & other consumables
- 5) Equipments: Cat items, Non-Cat items
- 6) Functionality / Performance of Blood Banks/BCSU
- 7) Performance reporting, record keeping, SIMS
- 8) Quality issues
- 9) Supervision & Monitoring
- 10) Miscellaneous

Annexure: i) list of upcoming Blood banks with temporary linkage with RBTCs for supervision ii) SS-TDE GO dated 31/10/2014

Attended by :

- 1) Shri O. S. Meena, IAS, Secretary, H&FW and Project Director, WBSAP&CS and Member Secretary, SBTC, Govt. of West Bengal, Swasthya Bhawan
- 2) Mr. Subir Chatterjee, Special Secretary, TDE Branch, Govt. of West Bengal, Swasthya Bhawan
- 3) Dr. H. S. Sanyal, OSD & Jt. DHS (P&D), Swasthya Bhawan - 9433112290
- 4) Dr. Arabinda Bala, OSD&EO Jt. Director (Blood Safety), WBSAP&CS - 9433868582.
- 5) Shri Soumitra Laha, Jt. Director (Finance), WBSAP&CS - 9433176887
- 6) Dr. N. K. Chanda, Dy. Director (Blood Safety), WBSAP&CS - 9433021794.
- 7) Ms. Madhabi Das, DDHS (Nursing), Swasthya Bhawan - 9433765030
- 8) Dr. T. Mondal, DD (Admn), Swasthya Bhawan - 9831040137
- 9) Dr. S. C. Mondal, ADDC, HQ, Directorate of Drugs Control - 9830136291
- 10) Dr. Shambhu Nath Dey, ADDC, HQ, Directorate of Drugs Control - 9331040996

GOVERNMENT OF WEST BENGAL
DEPARTMENT OF HEALTH & FAMILY WELFARE
State Blood Transfusion Council, West Bengal
Swasthya Bhawan, 1st Floor, Wing-B, GN-29, Sector-V, Salt Lake City, Kolkata-700 091

- 11) Shri A. Bhunia, Quality Manager (Blood Safety), WBSAP&CS & Assistant Director (Drug Control) -9831271931.
- 12) Ms. Reema Moitra, Asstt. Director (Procurement), WBSAP&CS - 9433242084.
- 13) Dr. M. K. Saha, Scientist, NICED, Kolkata - 9433081013
- 14) Dr. Bhaswati Bandyopadhyay, NRL In-charge, STM, Kolkata - 9830174258
- 15) Dr. Soma Dutta, Director, RBTC, BMCH Blood Bank - 9832110117
- 16) Dr. T. K. Ghosh, Director, RBTC, BSMCH Blood Bank - 9434167747
- 17) Dr. Biswajit Halder, Director, RBTC, MCH Blood Bank - 9433737234.
- 18) Dr. Malay Ghosh, Director, RBTC, RGKMCH Blood Bank - 9433126109.
- 19) Dr. D. K. Panda, Director, RBTC, NRSMCH Blood Bank - 9433135529.
- 20) Dr. P. Chattopadhyay, Dy. Director, IBTM&IH - 9433805490.
- 21) Dr. Mridumoy Das, Director, RBTC, NBMCH Blood Bank – 9434121152
- 22) Dr. S. N. Bhowmik, Asstt. Director, IBTM&IH - 9433156415
- 23) Dr. S. Chakraborty, MO, IBTM&IH – 9830403315.
- 24) Dr. Brototi De, MO, CNMCH Blood Bank – 9433330080
- 25) Dr. U. Banerjee, Prof. & HOD, Patho-Burdwan – 9830188631
- 26) Dr. Sudip Dhibar, MOIC, BMCH BB – 89458895087
- 27) Dr. Biplab Kanti Dasgupta, ADHS (P&I) – 9831127349
- 28) Dr. Barun Santra, DDHS (HA) – 9434455292
- 29) Prof. Krishnendu Mukherjee, HOD, IHBT – 9433342078
- 30) Prof. Chitrita Chatterjee, HOD, Microbiology, BSMCH SRL – 9433545211
- 31) Samrat Banerjee, TO, SRL, RGKMCH – 9836809986
- 32) Dr. Partha Sarathi Satpati, Associate Prof., MMCH SRL – 9332145545
- 33) Prof. Monideepa Sengupta, HOD, Microbiology, SRL, MCH – 9433127532
- 34) Soumya Mondal, AD (M&E), WBSAP&CS - 9836135034
- 35) Smarajit Roy, AD(VBD), WBSAP&CS – 8334813313
- 36) Kalyan Mukherjee, Blood Transfusion Services, WBSAP&CS – 9432122080, 9748844250
- 37) Bimal Kumar Jana, Computer Literate Steno (Blood Safety), WBSAP&CS – 9836635574

1) Licensing issues for the Blood Banks

- a) Drug Control Authority will send a check list of compliance for licensing purpose to the MOIC of the respective state government blood bank as a prior intimation before a scheduled visit, so that they can rectify their problems well before the visit.

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b) Once a compliance report to any objection raised during the joint visit by the State and the Central Drug Control Authority is submitted by the respective Blood Bank Authority the subsequent repeat visit may be avoided to minimize the unnecessary delay in getting the Renewal of the Drug license of a Blood Bank. **(The state drug Control Authority will take up the matter with the Central Drug Control Authority.)**

c) The inspection report for any Blood Bank will have to be shared with respective RBTCs also in addition to the Hospital Superintendent where the Blood Bank is located, SBTC and the Blood safety division-WBSAP&CS for prompt redress and follow up from the appropriate level. **(QM-Blood safety)**

d) QM and the representative from the State Drug Control authority detailed to work at the blood safety division, will prepare a BB wise (including that of the Medical College Hospitals) brief note on the major non-compliance and defect issues / challenges under major heads in connection with the License —grant / renewal. Blood safety division will then take up the issues with respective divisions at the directorate eg, HAB, P & D etc., to get the gaps closed fast. **(QM-Blood safety)**

e) All the blood banks are the integral support wing of the respective hospitals and henceforth the 'stand-alone' mode of functionality needs to be abandoned. The CMOH/Hospital Superintendent/MSVP will monitor its activity on a regular basis from now on. They will send the proposals to comply with the observations from the Licensing authority or from the supportive supervisory team , in consultation with the MOIC –blood bank/Director-RBTC and the concerned PWD engineers, along with the detailed plan and estimate. The estimate for the infrastructure (civil as well as electrical together) development/expansion/ repair/renovation and the other needs for the gap closure for the BB will be send to the Planning & Development wing of the department with an intimation in this regard to the Blood safety division also. **(Deputy CMOH-II and the Deputy Superintendent/Assistant Superintendent at the hospital will remain accountable).**

2) Development of the upcoming & existing Blood Banks

a) The Directors- RBTCs, from now on, will monitor and facilitate the all round progress for the upcoming new BBs within their areas of jurisdiction to get them operational in a time-bound mode. For this a district and RBTC-wise supervision (till their getting operational) linkage-list is annexed herewith.

b) At the same time, The Directors- RBTCs will also monitor the preparedness for the functional BBs within their areas of jurisdiction towards compliance for the license (grant/renewal) issues. **(Blood Safety division to issue an order).**

3) Issues relating to Manpower

With an aim to quality operationalisation of the Blood Banks by physical presence of the service providers their on na 24X7 basis, creation of the posts and subsequent recruitment of the all cadres of dedicated staff (Medical Officer, MT Lab., Staff Nurse, Counselor) at the existing blood banks is being planned. The Superintendent/ MSVP will send the proposals for minimum numbers of the dedicated security/scavenging/driver staff needed for the BB, to the Hospital Administration Branch of the Planning & Development wing of the directorate with a copy of the same to the Blood Safety division. **(DDHS-Admin, JDHS-Nursing, HAB, P & D wing, SBTC to look into).**

4) Procurement and supply of Kits and Blood Bags & other consumables

As per the present policy of the Govt., no procurement for the Blood Bags, Testing Kits, reagents and consumables will be done centrally either by WBSAP&CS or by SBTC. Only the items received from the NACO/NBTC will be distributed to the peripheral units from the end of WBSAP&CS/SBTC. The concerned units/districts will need to procure online through CMS/SMIS software in line with the other items as they have already been doing. **(Blood Safety division to ensure it soon through a intensive contact with the districts/health facilities).**

5) Equipments: Catalogue and Non-Catalogue items

a) Individual Blood Banks will send their stock position as well as the additional requirements for the NINE major BB equipments to be procured centrally by the WBMSCL out of the 13th FC fund soon.

b) The decentralized order of procurement of items used in the Blood Banks has already been issued by the TDE branch and posted in the official website of the Dept. of Health & FW. The peripheral units will follow it strictly. The Directors of the respective RBTC will take up the issue with the Blood Banks under their jurisdiction for immediate implementation of the same. Each of the BBs is given a user ID and Password to indent the various Cat BB items online in the SMIS (Stores Management Information System) software. MOIC of the respective blood bank will send their requisition to the Superintendent of the respective hospital/DRS and RBTCs may send their requisition to MSVP of the respective MCH. The indent should include 3 months buffer stock. DRS will compile the requisitions of their district and procurement order may be issued accordingly. In case of a Medical Colleges, the MSVP will place the procurement order. For the items which need pre-testing, Blood safety division of the WBSAP&CS will arrange for the pre-

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testing etc. after getting the indent online and subsequently the DRS/MCHs will procure the same from the pre-tested batches communicated to them from the Blood Safety division.

Superintendent/ MSVP, through proper channel, may write up to the AAV Section of the Health Directorate for any additional fund needed for these procurements for the Blood Bank items. **(AA&V branch).**

c) Henceforth no AMC/CMC of any Blood Bank equipments will be done either at the end of WBSAP&CS or SBTC. All blood Banks will enter all the particulars of all the equipments (name of the company/make/year of make/year of installation/cost price/the functionality status of the machine /whether the machine have AMC or CMC or calibration etc.) irrespective of their supplying agency in the SMIS software/CMS portal using their user ID and password already allotted to them by the TDE branch. They will take help of the Superintendent MSVP of the respective Hospitals/Medical College & Dy. CMOH-I. The Directors of the respective RBTC will take up the issue with the Blood Banks under their jurisdiction for immediate implementation of the same. The CMS rate will be fixed by the TDE branch & the expenditures in this regard will be met out of normal TDE allotment from the AA&V wing to the respective hospitals out of the state plan budget. Initially, for making the entries in to the said software, the assistance may be sought from the SMIS support person posted at the MCH stores or at the DRS of the each district. Mr. Subhra, PCS technologies, at the Swasthya Bhawan server room may also be contacted additionally. **(TDE branch)**

d) For Non-Cat items, the district/hospital will procure locally maintaining all financial norms. For any further need, the requisition may be sent to the Blood safety division / Blood Transfusion services division. IBTM&IH will send their requisitions separately.

e) The authority of the IBTM&IH (Central Blood Bank) will immediately apply to the TDE branch for their inclusion in the SMIS software for procurement of CMS catalogue items and also for AMC/CMC of the Bl. Bank equipments.

f) for procurement/AMC/CMC/calibration etc for any items which are not found in the CMS/SMIS software, the communication need to be made to the TDE branch with a copy to the Blood Safety division. **(Blood Safety division to look into).**

6) Functionality / Performance of the Blood Banks

The quality performances of the BBs are to be enhanced. The optimal functionality of the Blood Component Separation Units needs to be ensured immediately with the rational use of blood and

especially the blood components. **(Hospital authority will ensure with the help of the MOIC-BB).**

7) Performance reporting, record keeping, SIMS

SIMS based online reports to be sent on time every month, with providing all the information in it, from each of the BBs with a copy to the RBTCs concerned. Under any condition, CMIS reporting will not be accepted. **(RBTCs to ensure).**

8) Quality issues

a) The Technical Officers of the SRLs will visit the Blood banks along with the ICTCs and the VBD camps to ensure the quality. They will send reports to the blood Safety Division, WBSAP & CS on every month. **(Blood Safety division to issue an order).**

b) Each SRL will ensure the receipt of the sample for quality check from all the BBs under its jurisdiction. **(Blood Safety division to issue an order).**

c) All the reports generated at the level of SRL and NRL in respect of Blood Banks must be shared with the concerned RBTCs and also with the Blood safety division of WBSAP & CS . **(Blood Safety division to issue an order).**

d) At present 5 SRLs & the 2 NRLs in the state are using the Rapid Test kits for EQAS of the ICTCs and the Blood Banks. But most of the Blood Banks are using the ELISA method of testing. The technical experts in the house opined that the SRLs also should use the ELISA method for EQAS as it is most sensitive. So it has been resolved that 5 ELISA reader with washer will be procured for 5 SRLs and 2 for the two NRLs . The procurement will be done through WBMSCL out of 13th Finance commission fund. The requisition in this respect should reach SBTC from the respective SRL & NRL .At present a technical specification is available with SBTC for procurement of the said equipment for procuring the same for the 6 new blood banks to be operationalised soon. To enhance the quality assurance activities, the technical committee may re-examine the technical specification for procurement of the ELISA reader with washer for the SRLs & NRLs. **(Blood safety division/WBMSCL to ensure).**

e) Issues regarding blood testing for malarial antigen / RDK was discussed in detail. But due to a big difference among the opinions from the technical persons, no decision could be arrived at. The Blood Safety division will take up the issue with the Directorate. As NACO neither supplies it nor approves the fund for procuring the same it was clarified that no MP-RDK will not be supplied from SBTC/SACS. The individual Blood Banks will rationalize the use of the RDK for Malaria.

The slide test for malaria which is the most sensitive method will continue as usual till further notice.

9) Supportive supervision & Monitoring

a) As a part of the monitoring and supervision, the Directors of the RBTCs along with any other suitable MO/faculty member and MT Lab. From their facilities, will visit the Blood Banks under their jurisdiction regularly at least once to each of the BBs every quarter. They will share the observation reports to the SBTC. **(Blood safety division to issue an order)**

b) The directors, RBTCs will hold meeting with the Blood Bank personnel (MOIC-BB & one MT Lab by rotation) at the RBTC on every alternate month and they will share the key points of the minutes of the meeting with the SBTC for state level intervention, if needed any **(Blood safety division to issue an order)**.

c) The directors, RBTCs will guide and advice the respective Blood Banks for improvement of the quality of the blood banks & look after the licensing issues & other blood Bank activities during their visit and meeting at the RBTC and send feed back to the SBTC. They will also ensure that all the reports (including the online SIMS report) of the Blood Banks under their jurisdiction should reach WBSAP&CS /SBTC on time. They will also keep in touch with the Blood Banks regarding submission of the SOE/UC of the funds released from WBSAP&CS /SBTC from time to time. **(Blood safety division to issue an order)**.

10) Miscellaneous

a) Fund is being released soon for the POL support. The district authorities may arrange to collect their quota of logistic from the central stores soon.

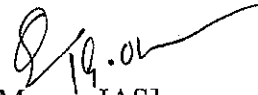
b) A special contingency fund, in addition to the fund released from SBTC for office contingency and camp contingency, amounting Rs.25,000/- ,Rs.50,000/ and Rs. 60,000/- will be released for the SDH/DH/RBTC level Blood Banks respectively. This fund can be utilized to meet up to any expenditure of emergent nature, supervisory visits and meeting expenses, any unforeseen expenses for which no fund is available from any other source.

c) The SBTC will hold meeting with the representative from the individual blood banks on every quarter at 3/ 4 regional locations e.g., Siliguri ,Durgapur/Bankura and Kolkata. **(Blood safety division to plan and communicate the same)**.

d) The regulatory supervisory visits to the State owned as well as to the private Blood Banks will be enhanced by the appropriate authority.

- e) The area of Voluntary Blood donation camps are to be rationalized through mutual discussions amongst the Directors, RBTCs so that one Blood Bank does not have to move out to distant fields.
- f) The Directors, RBTCs will do continuous advocacy for the donor agencies in consultation with the MOICs of the Blood Banks under their jurisdiction for organizing the camps during lean period.
- g) The dedicated computers and Net connectivity for the Blood Banks are to be provided from the Hospitals where the BB is located. However, some is being planned to get procured at central level.
- h) The software for online Booking of VBD camp will be made operational soon.
- i) A core committee/technical advisory committee/Committee on Blood Transfusion Services (BTS) will be formed at the SBTC as well as at the district/RBTC/Hospital level in due course of time .
- j) The review meeting of the RBTCs will be held at Swasthya Bhawan henceforth once in every quarter. The next meeting will be held sometime in February'2015.

The meeting ended with vote of thanks to and from the Chair.



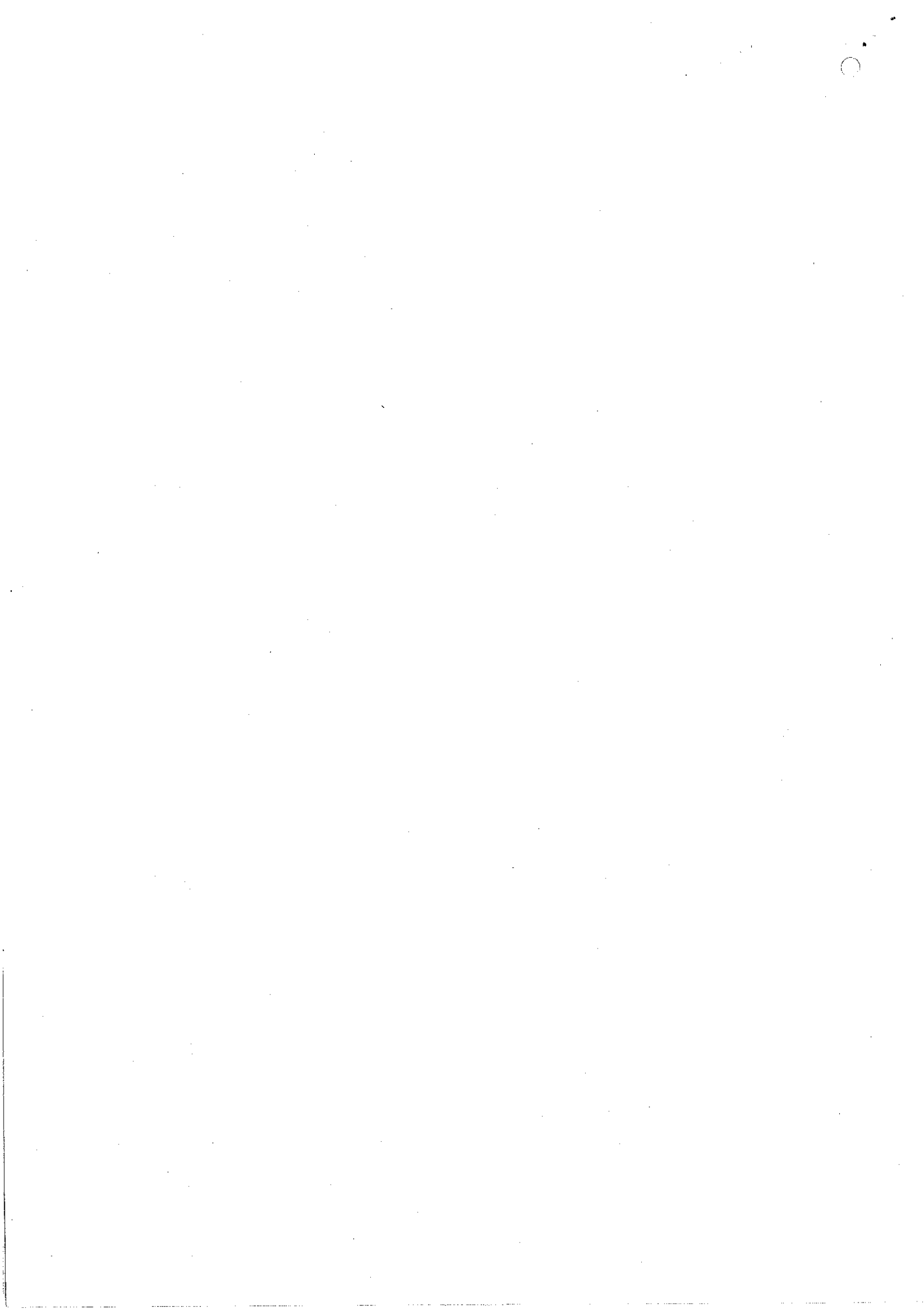
[Shri O. S. Meena, IAS]

Secretary, Department of Health & Family Welfare
& Project Director, WBSAP&CS
&
Member Secretary, SBTC, Government of West Bengal

Supervision and monitoring linkage with the RBTCs for the operationalisation of the new Blood Banks

Districts	Phase-I	RBTC	Phase-II	RBTC
Coochbehar			Dinhata SDH	NBMCH
			Mathabhanga SDH	
Jalpaiguri	Birpara SGH	NBMCH	Falakata RH	
Dakshin	Gangarampur SDH			
Dinajpur				
Malda	Chanchol SDH			
Murshidabad	Domkal SDH	NRSMCH	Sagardighi RH	NRSMCH
Nadia	Tehatta SDH			
	Nabadwip SGH			
Bankura	Khatra SDH	BSMCH	Chhatna BPHC	BSMCH
			Onda BPHC	
			Barjora BPHC	
Purulia	Raghunathpur SDH	BSMCH		
Purba Medinipur	Egra SDH	MCH, Kolkata	Nandigram DH	MCH, Kolkata
			Panskura BPHC (Uttar Mechhogram)	
Paschim Medinipur			Salboni RH	BSMCH
			Debra RH	
			Gopiballavpur RH	
			Nayagram RH	
North 24 Parganas	Salt lake SDH	NRSMCH		
	CoM & Sagore Datta Hosp.	IBTM&IH		
South 24 Parganas	Kakdwip SDH	CNMCH	Gardenreach SGH	CNMCH
	Canning SDH			
	Baruipur SDH			

Handwritten signature and date: 16/01/2015



Government of West Bengal
Department of Health & Family Welfare (TDE Branch)
Swasthya Bhawan, GN-29, Sector- V
Salt Lake City, Kolkata-70091.

Memo No.: H/TDE/ 1104 / 5S-34/2014

Date, Kolkata-31.10.2014

M E M O

All the Chief Medical Officers of the District and concerned MSVP of the Medical College & Hospital are requested to purchase the Test Kits e.g. HIV (Rapid), HBsAG (Rapid), Hepatitis C (Rapid), Malaria Pf & Pv Combined Ag Immunochromatographic Kit, Blood Bag (single /double /triple / quadruplicate), HCV(Elisa), Hb (Elisa), HIV(Elisa) and RPR Kits etc for the use of the Blood Banks under their jurisdiction (when the supply from WBSAP&CS / SBTC is not available) from the fund lying with them under the head under drugs until further order. All procurement should be made from the CMS approved Vendor at the CMS approved rate observing existing financial norms.

Procurement shall be restricted within the approved indent by the Joint Director (Blood Safety) & the procurement for the current year should be done as per the indent assessed and approved for procurement for the period from November 2014 to March 2015.

The modus operandi for such procurement will be as follows:

- i. The MSVP of the Medical College and the CMOH of the District will first get the annual demand (as well as the demand for the current financial year from Nov.'2014 to March'2014) of the above mentioned Kits from the respective Blood Banks under their Jurisdiction and send the same to the Joint Director (Blood Safety), WBSAP&CS immediately.
- ii. After getting the demand the Joint Director (Blood Safety), WBSAP&CS will arrange for testing / evaluation of the batch samples of the said test Kits centrally and on confirmation of the test report issue authorization of procurement to the respective MSVP and the CMOH of the District for placement of procurement orders to the approved vendors directly against tested batch number through SMIS.
- iii. The concerned Blood Bank will make suitable indent to the procuring authorities through SMIS as per approved list of items.
- iv. The concerned MSVP/CMOH will enter the approved consumption in the SMIS for the year 2014-15 and generate procurement order as per approved list through SMIS.
- v. After suitable GRN entry, the consignment should be handed over to the respective blood bank on proper indent through SMIS.

- Payments shall be made by the respective Medical College or the CMOH of the District as authorized out of normal drug allotments under CMS. The supply of the said Test Kits will be received by the Blood Bank directly or DRS or the General Store as per the discretion of the respective MSVP or the CMOH of the District maintaining cold chain.
- vii. The Director, IBTM&IH, Kolkata will also follow the above mentioned norms of procurement with immediate effect.
- viii. This order will take its effect immediately and would continue until further order.
This has approval of the Principal Secretary of this Department.



Special Secretary

Memo No.: H/TDE/1104/SS-34/2014/1(50)

Date, Kolkata 31.10.2014

Copy forwarded for information and taking necessary action to the:

1. Director of Health Service.
2. Director of Medical Education.
3. MSVPMCH (All MCH).
4. CMOH..... District (All Districts).
5. Deputy Director of Health Services (E&S), Central Medical Stores.
6. Joint Director (Blood Safety), WBSAP& CS.
7. SuperintendentDH/SDH (All).
8. Director IBTM & IH(Central Blood Bank), Manicktala, Kolkata.
9. Director, RBTC with request to communicate the order
the Blood Bank under his jurisdiction.
10. P.A. to Project Director, WBSAP&CS.
- ✓ 11. IT Cell of this Dept. for Website posting.
12. Guard File.



Special Secretary