

## M E M O R A N D U M

To: Sue Knowles ✓  
Peter Flanagan  
Tim Wallington

From: Angela Robinson

Date: March 17, 1995

Subject: HCV Look-Back

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From the last MSBT Ad Hoc meeting 14th March 1995, we are in the final stages of producing standardised proforma, letters and guidelines for the next stage of the exercise. There will be a CMO letter issued to all medical staff on 3rd April announcing the guidelines of how the exercise will be undertaken and providing an update question and answer format on HCV (like the original helpline Q and A sheet) together with an updated version of counselling guidelines.

I need to know asap -

- i.) will every RTC be ready to provide the hospitals with the list of components identified on April 3rd?
- ii.) How many components from HCV positive donors and how many HCV positive donors have been identified by centre and by Zone.

This is because the NBS is going to have to organise a means of generating sufficient numbers of the HCV Look-Back forms to be provided in triplicate for each component identified, plus a means of generating copies of the draft letters and the follow up proforma at regional, Zonal or national level whichever proves to be the simplest and most cost effective.

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