

**OPTN/UNOS TRANSPLANT ADMINISTRATORS COMMITTEE (TAC)
INTERIM REPORT**

**March 28, 2012
Tim Stevens, RN, BSN, CCTC**

The following is a summary of the TAC OPTN deliberations that occurred via Live Meeting on March 28, 2012.

- The Committee received an overview of the OPTN Bylaws Substantive Rewrite of Appendix A: Application and Hearing Procedures for Members and Designated Transplant Programs by Leigh Kades, UNOS Policy Editor, DEQ. This rewrite affects the current Appendix A: Application and Hearing Procedures for Members and Designated Transplant Programs. This represents a substantive rewrite of the process and procedures for reviewing potential violations of and non-compliance with OPTN obligations. All content of the former Appendix A also underwent a plain language rewrite and reorganization for clarity and usability, and will be presented as the new Appendix L: Reviews, Actions, and Due Process.

The Committee voted to support this proposal as written (9 Support, 0 Oppose, 0 Abstain).

- The Committee received a brief review of the KPD Financial Subcommittee work. The Subcommittee's most recent call was March 12, 2012. They continue to work on the Business Associate Agreement template, Financial Guideline document, Release of Health Information template, following up on CMS guidance on living donor services occurring in transplant programs other than that of the organ recipient, Medicare cost reporting, and match runs for the pilot program. The Subcommittee has scheduled several webinars for the OPTN Kidney Paired Donation Program. Dates were posted to the Transplant Administrator Listserv and the next webinar is scheduled for April 19, 2012.
- The Committee received an update of the Operations and Safety Committee's Vessel Policy Work Group discussion that took place on March 5, 2012. The O&S Vessel Policy Work Group has sought input from 91 programs to better understand their extra vessel disposition reporting process. At this time, they have received 31 surveys and reminders have gone out to those that have not responded. This information will be used to develop educational tools for recovering, shipping and disposition reporting for extra vessels. The Work Group will have a webinar on April 12, 2012 at 3:30 on extra vessel disposition reporting.
- The TAC continues to have representatives on various committee Work Groups. Those Work Groups include: KPD Financial Subcommittee, ABO Verification Policy Modifications and Standardization of Documentation, MAC Patient Resource Initiative, and Operations and Safety Committee's Vessel Policy. These TAC representatives participate in Live Meetings with these Work Groups to provide the transplant administrator perspective on proposals that may evolve from the Work Group's sponsoring committees. These representatives are also responsible for reporting any of these Work Group updates and activities on the TAC monthly Live Meetings.

TRANSPLANT ADMINISTRATORS COMMITTEE	MONTH	March
	DAY	28
	FORMAT	Live Meeting
NAME	COMMITTEE POSITION	
Timothy Stevens RN, BSN, CCTC	Chair	X
Nancy Metzler	Vice Chair	X
Sharon Mathews MS, RN, CPTC	Regional Rep.	X
Joseph Anton RN, MSN	Regional Rep.	X
Leigh Ann Burgess RN, BSN, CCTC	Regional Rep.	X
TBD	Regional Rep.	
Amy Peele RN	Regional Rep.	
Pamela Hester RN, BSN, CCTC	Regional Rep.	X
Sara O'Loughlin MHA	Regional Rep.	X
Nancy Long RN, CCTC	Regional Rep.	
Karen Berger	Regional Rep.	X
Laura Murdock-Stillion	Regional Rep.	X
Robert Teaster RN, MBA, CPTC	Regional Rep.	X
Leroy Walker	At Large	X
Vikram Acharya BS, MPH	At Large	X
Grace Chang Esq.	At Large	
David Hefner	At Large	
Beth Fetter RN, CPTC	At Large	X
Richard Spong MD	At Large	
Angel Carroll MSW	Liaison	X
Cherri Carwile	Assistant Liaison	X
Jude Maghirang MS	Support Staff	X
Tabitha Leighton	SRTR Liaison	X
Bert Kasiske	SRTR Liaison	X
Chiquita Braxton	UNOS Conference Planning	X
Erma Edmiston	UNOS Conference Planning	X
Cheryl Hall	UNOS Staff Support	X
Mesmin Germain, MBA, MPH	Ex. Officio	
Robert Walsh	Ex. Officio	
Chinyere Amaefule	Ex. Officio	X
Gene E. Ridolfi BA, RN, MHA	Ex. Officio	

TRANSPLANT ADMINISTRATORS COMMITTEE	MONTH	March
	DAY	28
	FORMAT	Live Meeting
NAME	COMMITTEE POSITION	
Leigh Kades	UNOS Staff	X
Karen Sokohl	UNOS Staff	X