

## Terms and Conditions of Participation – UK NEQAS Haematology and Transfusion Digital Services

This is a summary of participants' responsibilities specific to UK NEQAS Haematology and Transfusion digital services. UK NEQAS Haematology and Transfusion digital services include the EQATE Haematology online and BTLT Training Assessment and Competency Tool (TACT) programs. Both programs are modular. EQATE currently includes Digital Morphology, and TACT currently includes routine transfusion testing and selection of red cells for transfusion; further modules may be added in future and these Terms and Conditions will be updated accordingly. Terms and Conditions of general scheme participation can be found at: <https://www.ukneqasbtlp.org> or <https://www.ukneqash.org>.

### **1. Registration**

#### **1.1 Laboratory/Organisation Registrations**

Laboratory/organisation participation for groups registered for EQATE (Digital Morphology module) or TACT is deemed to be continuous for each UK fiscal year (1st April to 31st March). Subscription is usually for one year but may begin at any time during the year.

All new registration enquiries should be forwarded to [haem@ukneqas.org.uk](mailto:haem@ukneqas.org.uk) for EQATE and [tactsupport@ukneqasbtlp.org.uk](mailto:tactsupport@ukneqasbtlp.org.uk) for TACT.

For Laboratory or Organisation registrations, the manager submitting the application is deemed to be responsible for conveying these terms and conditions to all of their users registered for UK NEQAS Haematology and Transfusion digital services.

#### **1.2 Registration of Individual Users**

Subscription for individual users of EQATE is for one year from the time registration is confirmed and may begin at any time during the year. New subscription for users can only commence following the return of a completed online application. All enquiries should be forwarded to [haem@gmail.com](mailto:haem@gmail.com).

Whilst technically possible, individual subscription of TACT is not recommended due to the way this program is designed to enable a manager to monitor competency and identify any knowledge gaps and train staff accordingly. All TACT registration enquiries should be forwarded to [tactsupport@ukneqasbtlp.org.uk](mailto:tactsupport@ukneqasbtlp.org.uk).

#### **1.3 Membership Details**

Once registration is complete, a unique username will be issued to the participant via a system-generated email for both EQATE and TACT. It is the participant's responsibility to register a password and to maintain internal security of their login details.

All participants are responsible for maintaining accurate contact information on the UK NEQAS EQATE Haematology online website, <https://eqate.ukneqash.org> or on the UK NEQAS BTLT TACT online website <https://tact.ukneqasbtlp.org.uk> as appropriate.

E-mail addresses supplied by the participating individuals will only be used for contacting participants about matters relating to EQATE Haematology online or BTLT TACT as appropriate.

Contact details supplied to the EQATE Haematology online scheme and BTLT TACT programs will be held securely by Certus Technologies Associate Ltd (host and supplier of digital services technology) and may only be used as necessary by UK NEQAS Haematology and Transfusion.

EQATE Haematology Online and BTLT TACT are designed to create a continuous record for each staff member undertaking assessment, and so memberships should not be 'cycled' between individuals. The inactivation of a membership and subsequent creation of another membership for one participant, using the same email address, is prevented by the UK NEQAS EQATE Haematology Online and BTLT TACT programs.

### **2. Payment**

Laboratory or Organisation subscription fees are as advertised and for one year (1<sup>st</sup> April to 31 March) unless otherwise stated and are exclusive of VAT (which will be added if applicable).

Subscribers to UK NEQAS BTLT TACT may take advantage of a free trial subscription ahead of purchasing memberships. Participation will commence following the addition of memberships to a subscription. Where the purchase of memberships is not made, the subscription will be made inactive following the lapse of the free trial period.

Laboratory participation renewals for both EQATE and TACT are processed as part of the annual re-registration process.

Renewal for individual users of EQATE is for one year from the time payment is confirmed and may be restarted at any time during the year. Laboratory participation for individual registrations for TACT is for each UK fiscal year (1st April to 31st March) and may begin at any time during the year.

UK NEQAS Haematology and Transfusion reserves the right to delay participation in any of the digital services until payment has been made. Notice of cancellation is required in writing. Non-renewal of the subscription will result in suspension of registration.

### **3. Return of results/ Participation Certificate**

EQATE Participants will be notified of module and case availability by email and/or by messages posted on the website. TACT is available on-line 24/7 with automatic generation of cases.

Participation in any EQATE Haematology online module is the sole responsibility of the participant and must be completed within the target dates and times stated. UK NEQAS Haematology will not undertake to enter any results or observations into the system on behalf of participants. A CPD certificate can be generated on the EQATE system on the successful completion of a case.

Performance in BTLT TACT can be used as a measure of knowledge-based competency within the scope of the BTLT TACT scenario. BTLT TACT outcomes contribute to overall competency assessment as defined by local policy; assessment of competence is the decision of the manager. Minimum engagement targets have been calculated based upon statistical likelihood of a member encountering at least one example of each complexity type. Further information can be found in the user guide.

### **4. Oversight of the scheme**

All cases and/or modules on the UK NEQAS EQATE Haematology Online and BTLT TACT are overseen by UK NEQAS Haematology and Transfusion and associated registered practitioners. However, no aspect of EQATE or TACT participation, including outcomes and scoring, made by subscribers, is accessible by UK NEQAS Haematology and Transfusion. UK NEQAS Haematology and Transfusion does not undertake any performance monitoring or assessment of competence for subscribers or members.

All rights reserved. No part of EQATE Haematology online or BTLT TACT may be reproduced, stored in a retrieval system, or transmitted, in any form by any means, electronic, mechanical, by photocopying, recording, or otherwise, without the prior written permission of UK NEQAS Haematology and Transfusion. All Images and information are the copyright of UK NEQAS Haematology and Transfusion.

EQATE and TACT applications are not cleared by the FDA, Health Canada, or in the EU for diagnostic or clinical use. All applications are intended solely for use in the research or educational setting, such as university or pharmaceutical development. These applications are described as Research Applications or Research Use Only.

Information furnished by EQATE Haematology online and BTLT TACT is believed to be accurate and reliable; however, no responsibility is assumed by UK NEQAS Haematology and Transfusion for its use. Clinical cases and information published bear no intentional connection to any persons. In the BTLT TACT program all 'patient' information is generated using controlled randomisation and bears no intentional resemblance to any persons.

EQATE and TACT programs are not included in the UK NEQAS Haematology and Transfusion scope of accreditation.

Although UK NEQAS Haematology and Transfusion use reasonable efforts to maintain the accuracy of the information on the web site, UK NEQAS Haematology and Transfusion makes no warranties or representations as to the accuracy or completeness of any information contained in the web site and assumes no liability, obligation or responsibility for any errors or omissions in the content of this site.

UK NEQAS Haematology and Transfusion is not responsible for any form of cached content captured from its websites.

UK NEQAS Haematology and Transfusion may make modifications, improvements, corrections and/or changes to the web site and these Terms and Conditions at any time.

Any complaints should be emailed in the first instance to: [haem@gmail.com](mailto:haem@gmail.com) or [tactsupport@ukneqasbtlp.org.uk](mailto:tactsupport@ukneqasbtlp.org.uk) as appropriate.

UK NEQAS EQATE Haematology online and BTLT TACT are supplied by UK NEQAS Haematology and Transfusion operated by the West Hertfordshire Hospitals NHS Trust.