

Present:

Mr A Nejjim	Airedale NHS Trust
Dr C Bradley	Bradford Teaching Hospitals NHS Foundation Trust
Ms J Dachtler	
Mrs D Horsman	
Mr R Linforth	
Dr A Wason	
Mrs V Allinson	Calderdale and Huddersfield NHS Foundation Trust
Mrs S Iqbal	
Dr J Adlard	Leeds Teaching Hospitals NHS Trust
Dr C Chu	
Ms T Cockrem	
Dr D Dodwell	
Mr K Horgan (Chair)	
Dr J Joseph	
Dr S Kumar	
Dr S Lane	
Mr M Lansdown	
Dr J Liston	
Dr T Perren	
Dr E Thomas	
Mr D Ali	Mid Yorkshire Hospitals NHS Trust
Dr P Gudgeon	
Mr J Parmar	
Ms M Allinson	User Partnership Group
Mrs J Frazer	York Hospitals NHS Foundation Trust
Mr B Mancey-Jones	
Ms L Phipp	
Mr P Melling	Yorkshire Cancer Network
Miss G Thomson	
Mr B Tinkler	

1. Apologies

Ms B Archer, Mr B Case, Dr J Dent, Mr I Hutchinson, Dr J Joffe, Mr Z Kryjak, Mr V Modgill, Mr S Nicholson, Dr A Shaaban, Mr N Sharma, Dr J Smales, Mr P Turton, Dr G Velikova

2. Action Log from the last meeting

Log No	Action	Lead(s)	Deadline
21	The Action Log from the previous meeting held on 24th April was agreed as accurate.		N/A

3.1. Vice Chair

Log No	Action	Lead(s)	Deadline
22	The group welcomed Mr Mancey-Jones as the new vice chair.		N/A

3.2. Breast Cancer Workforce Update			
Log No	Action	Lead(s)	Deadline
23	To update the changes to the Breast Cancer Workforce on the database and send a revised copy to the group.	G Thomson	19/10/2007
3.3. Herceptin - update			
Log No	Action	Lead(s)	Deadline
24	<p>The Annual audit is required. There has been one carried out in Leeds but not Network wide.</p> <ul style="list-style-type: none"> ▶ What were the number of patients treated? ▶ Which numbers met the criteria? ▶ The numbers not meeting the criteria and why patients received the treatment? ▶ What were the numbers that had adverse effects? <p>The Non-Surgical Oncology Group to give support.</p> <p>Dr Dodwell to send Mr Tinkler information from the Leeds audit.</p>	D Dodwell	review 10/04/2008
3.4. Prophylactic Mastectomy Register			
Log No	Action	Lead(s)	Deadline
25	<p>Dr Chu tabled a handout to the group and gave an update on the numbers of familial prophylactic mastectomies, although encountered problems when sorting by Trust as didn't know whether that meant where the patient was from or where the clinician was from.</p> <p>To send an electronic copy of the handout to the group.</p>	C Chu / G Thomson	19/10/2007
26	Mr Melling to speak with PPM Board to find out an easier way to collect and store this data.	P Melling	30/10/2007
27	The group to inform Dr Chu as to whether their patient goes on to have surgery after being tested as and when appropriate.	All	review 10/04/2008
4.2. Service Improvement Audit			
Log No	Action	Lead(s)	Deadline
28	<p>The group discussed possible audits that should be carried out.</p> <ul style="list-style-type: none"> ▶ Cancer Waiting Times - Pathways across the Network can be produced for urgent referral (2ww) patients (approximately 50% of all breast cancers) and the proposal is to complete the full pathway analysis for non 2ww patients. 	P Melling	review 10/04/2008
29	▶ Patient Surveys - What surveys are taking place already? How have patients responded to the Calderdale leaflet 'Your Guide to the Breast Cancer Pathology Report'? Are patients asked if they want to be sent a copy of the letter that is sent from clinicians to GP's? Do patients feel they would gain from receiving a copy of the letter sent to GP's?	D Horsman	review 10/04/2008
30	▶ Imaging/Radiology - Dr Wason volunteered to lead this audit to look at the availability of breast imaging across the Network if patients do not go to a breast clinic. Can GP's primarily refer, can other consultants refer for breast imaging departments? What happens in the private sector, in well woman clinics and in personally set up imaging services?	A-M Wason	review 10/04/2008

4.2. Service Improvement Audit			
Log No	Action	Lead(s)	Deadline
31	<p>► Pathology - Dr Lane informed the group that the YCN Pathology group are carrying out a Network audit to see how tumours are graded.</p> <p>To feedback at the next meeting if there is anything to report.</p>	S Lane	review 10/04/2008
5. Annual Report 2006-2007			
Log No	Action	Lead(s)	Deadline
32	The group had nothing to add or change to the annual report which can now be finalised.	K Horgan	19/10/2007
6.1. Guidelines for the Management of DCIS			
Log No	Action	Lead(s)	Deadline
33	<p>The group thanked Dr Adlard and all those that helped with the guidelines.</p> <p>The guidelines can now be signed off and are ready to be published on the website.</p>	G Thomson	19/10/2007
6.2. Guidelines Review			
Log No	Action	Lead(s)	Deadline
34	<p>The group were made aware of all the guidelines that are due for review.</p> <p>► Guidelines for the Non-Surgical Management of Breast Cancer - These guidelines have been recently updated.</p> <p>Dr Dodwell to send these guidelines to Miss Thomson to circulate to the group.</p>	D Dodwell / G Thomson	10/04/2008
35	<p>► Guidelines for the Surgical Management of Breast Cancer - The group have decided to use the ABS Guidelines.</p> <p>To obtain a copy of the ABS Guidelines and circulate to the group.</p>	K Horgan / G Thomson	19/10/2007
36	► Guidelines for the Management of Advanced Breast Cancer - Dr Adlard agreed to review these guidelines.	J Adlard	review 10/04/2008
37	<p>► Policy for Trastuzumab in the Treatment of Early Breast Cancer - The group were informed that these should no longer be guidelines as they have been NICE approved.</p> <p>Dr Perren to review the policy for sign off.</p>	T Perren	review 10/04/2008
38	<p>► Dr Lane informed the group that the Pathology Guidelines are under final review with the Pathologist at present and when this is complete will be brought to the Breast Group.</p> <p>To review and finalise the Pathology Guidelines for sign off at the next meeting.</p>	P Carder / P Gudgeon / A Shaaban	review 10/04/2008

Breast Group : Actions of the meeting held on Tuesday 9th October 2007 10:30 am

6.2. Guidelines Review			
Log No	Action	Lead(s)	Deadline
39	<p>► Bone Density Guidelines - Dr Dodwell informed the group of the new guidelines. A copy of these guidelines was circulated at the Breast Educational Event after the meeting.</p> <p>Dr Dodwell to send Miss Thomson an electronic copy of the Bone Density Guidelines to circulate to the group so that they can be reviewed at the next meeting.</p>	D Dodwell / G Thomson	19/10/2007
7. National Mastectomy and Breast Reconstruction Audit			
Log No	Action	Lead(s)	Deadline
40	<p>Mr Melling gave the group an update on the current status of this audit. He encouraged MDT Lead Clinicians to complete the questionnaire previous circulated by the national audit team as only 2 Trusts (Airedale and Bradford) had sent in completed questionnaires from the YCN.</p> <p>The group discussed the proposed data collection forms and thought that it would be a idea to add 'Is this a Prophylactic Mastectomy?' so that it could link up to the data collected by Dr Chu for the Prophylactic Mastectomy Register.</p> <p>Further information about the audit can be found on their website: http://www.ic.nhs.uk/our-services/improving-patient-care/the-national-clinical-audit-support-programme-ncasp/cancer/mastectomy-and-breast-reconstruction</p> <p>To contact Mr Melling (philip.melling@leedsth.nhs.uk) if further copies of the questionnaires are required.</p>	All	31/10/2007
8. Network Strategy for 'Consent to whole treatment package'			
Log No	Action	Lead(s)	Deadline
41	Dr Kumar tabled the leaflet 'An introduction to radiotherapy for breast patients' to the group. The leaflet was approved by the group.	S Kumar	N/A
9. Management of leaking/contracted cosmetic implants			
Log No	Action	Lead(s)	Deadline
42	To be added to the agenda for the next meeting.	B Mancey-Jones	review 10/04/2008
10. Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
43	<p>The group thought that it would be interesting to have information on patients first treated with primary chemotherapy as opposed to surgery.</p> <p>Mr Melling to produce cancer waiting times data showing modality of first treatment by Trust and Year.</p>	P Melling	31/10/2007
44	<p>The Breast Cancer Clinical Outcome Measures (BCCOM) Project</p> <p>Mr Melling to investigate obtaining a YCN focussed analysis of the BCCOM data.</p>	P Melling	31/10/2007
45	To invite a representative from BCCOM to present at the YCN data at the next Educational Event.	P Melling / D Dodwell	31/10/2007

11. Any Other Business			
Log No	Action	Lead(s)	Deadline
46	Mr Tinkler updated the group about the Cancer Reform Strategy and items that will impact on the delivery of breast cancer services such as seeing all breast referrals within 14 days, reducing the in-patient length of stay and extension of the breast screening programme from 47 to 73. To keep the group informed about the Cancer Reform Strategy and to circulate it when published.	B Tinkler	review 10/04/2008
12. Dates for 2008 meetings			
Log No	Action	Lead(s)	Deadline
47	Proposed dates for the next meeting and Educational Event day were put to the group. The group decided the best date for the next meeting would be Thursday 10th April 2008.	G Thomson	

Date of Next Meeting(s)

Thursday 10th April 2008 10:30 am
Pavilions of Harrogate, Great Yorkshire Showground, Harrogate

Thursday 10th April 2008 1:00 pm
Pavilions of Harrogate, Great Yorkshire Showground, Harrogate [EVENT]