

**Actions of the meeting held on
Thursday 30 April 2009, 10:30**

Yorkshire Cancer Network

Nidd Room, Pavilions of Harrogate, Great Yorkshire Showground, Harrogate

Present:

Mr R Linforth	Bradford Teaching Hospitals NHS Foundation Trust
Dr A Wason	
Mrs V Allinson	Calderdale and Huddersfield NHS Foundation Trust
Dr J Dent	
Ms J O'Brien	Harrogate and District NHS Foundation Trust
Miss J Piper	
Dr J Adlard	Leeds Teaching Hospitals NHS Trust
Dr B Dall	
Professor D Dodwell	
Mr K Horgan (Chair)	
Dr T Perren	
Dr N Sharma	
Dr E Thomas	
Mr D Ali	Mid Yorkshire Hospitals NHS Trust
Dr P Gudgeon	
Mr J Parmar	
Mr B Mancey-Jones	York Hospitals NHS Foundation Trust
Dr A Murphy	
Dr J Smales	
Mr G Hughes	Yorkshire Cancer Network
Mr P Melling	
Mrs H Ryan	
Ms F Halstead	Yorkshire Cancer Research Network

Apologies

Professor D Cameron, Dr P Carder, Mr S Duffy, Mr G Dyke, Mr I Hutchinson, Mr M Lansdown, Mr V Modgill, Mr A Nejm, Mr S Nicholson, Mr N Sharma, Ms C Tait, Mr B Tinkler

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
1	The action log from the last meeting was agreed as being an accurate record.	N/A	N/A
3. Matters arising			
Log No	Action	Lead(s)	Deadline
2	<p>•Prophylactic Mastectomy Register</p> <p>A letter will be circulated to all breast cancer surgeons in the YCN with a consent form to be completed for those patients not known by genetics.</p> <p>J Adlard gave an update on the number of patients currently on the register.</p>	N/A	N/A

Breast Group : Actions of the meeting held on Thursday 30th April 2009 10:30am

3. Matters arising			
Log No	Action	Lead(s)	Deadline
3	<p>•Supportive Follow-up Care Pilot</p> <p>The first year of the pilot is complete, recruitment has been approximately 50% and the course is evaluating well.</p> <p>Complete recruitment due by October 2009, when 9 courses will be complete and 200 patients recruited.</p> <p>Quality of life data is expected by June/ July 2009.</p> <p>To circulate an interim report for the next meeting.</p>	V Allinson	October 2009
4	<p>•Policy for Trastuzumab in the Treatment of Early Breast Cancer</p> <p>To check with T Perren that the guidance has been signed off.</p>	H Ryan	May 2009
5	<p>•Radiotherapy Leaflets</p> <p>The YCN Radiotherapy Leaflets have been agreed and are currently at the printers.</p> <p>To table copies at the next meeting.</p>	S Kumar	Next Meeting (20/10/2009)
6	<p>•Follow-up</p> <p>B Dall gave an overview of the system of follow-up for breast cancer patients in Leeds.</p> <p>The group discussed follow-up procedures in place locally and the feasibility of a Network policy.</p> <p>MDT/ Network agreed guidelines for breast cancer follow-up are required to meet Peer Review quality measure 2B-129.</p> <p>To forward breast cancer patient follow-up forms to Mrs Ryan for circulation to the group.</p>	J Parmar & R Linforth	May 2009
4. Breast Cancer Workforce & Equity of Access Update			
Log No	Action	Lead(s)	Deadline
7	To update the breast cancer workforce and equity of access documentation and circulate to the group with the agenda for the next meeting.	H Ryan	Next Meeting (20/10/2009)
5. Patient Pathway			
Log No	Action	Lead(s)	Deadline
8	<p>The group discussed the current and developmental breast cancer pathways.</p> <p>To amend the pathway in light of the discussion.</p>	G Hughes	May 2009
5.1 Patient Information Pathway			
Log No	Action	Lead(s)	Deadline
9	<p>The finalised and signed-off YCN Breast Cancer Patient Information pathway was circulated to the group for information.</p> <p>The pathway will be in electronic format on the YCN website with direct links to the information listed on the pathway.</p> <p>To inform J Archer, YCN Patient Information & Support Manager of amendments required to the pathway.</p>	V Allinson	May 2009

5. Patient Pathway			
5.1 Patient Information Pathway			
Log No	Action	Lead(s)	Deadline
10	To look at how to document and implement the patient information pathway.	Breast Care Nurses	On-going
5.2 Secondary Disease Patient Pathway			
Log No	Action	Lead(s)	Deadline
11	<p>A draft Network Secondary Breast Cancer Pathway developed by the Breast Care Nurses and G Hughes was tabled for comment.</p> <p>The pathway will run parallel with developmental breast cancer pathway.</p> <p>To scope what Trust's currently do for the management of secondary breast cancer patients.</p>	G Hughes/ D Dodwell	On-going
5.3 Developing a pathway for high risk patients with family history			
Log No	Action	Lead(s)	Deadline
12	<p>J Adlard and B Dall tabled a paper on family history breast cancer screening through the NHS Breast Screening Programme and a discussion followed.</p> <p>To circulate paper to the group with the action log.</p>	H Ryan	May 2009
6. Actions Required to Meet Peer Review			
Log No	Action	Lead(s)	Deadline
13	<p>The YCN Cancer Peer Review Programme 2009-10 was circulated with the agenda for information.</p> <p>The Breast NSSG will be self assessed during 2009. Completed self assessment is required by 31st August 2009.</p> <p>To lead on Peer Review preparation for the NSSG with support from the Network team.</p>	B Mancey-Jones/ H Ryan	On-going
14	To liaise with B Mancey-Jones to agree a Network wide minimum dataset for breast cancer.	P Melling	May 2009
7. Guidelines Review Update			
Log No	Action	Lead(s)	Deadline
15	<p>•Guidelines for Adjuvant and Neoadjuvant Chemotherapy Regimes in Early Breast Cancer</p> <p>The Network guidelines are available on YCN website and currently under review by the Non-Surgical Oncologists Group.</p> <p>To keep the group updated.</p>	J Adlard/ D Dodwell	On-going
7.1 NICE Early and Locally ABC and ABC Guidelines			
Log No	Action	Lead(s)	Deadline
16	<p>NICE has issued new guidance on 'Early and Locally Advanced Breast Cancer' and on 'Advanced Breast Cancer'.</p> <p>The group accepted the NICE guidelines which were circulated with the guideline links.</p> <p>To add statement to YCN Advanced Breast Cancer Guidelines and upload onto YCN website.</p>	D Dodwell/ H Ryan	May 2009

7. Guidelines Review Update			
7.2 ABS Guidelines			
Log No	Action	Lead(s)	Deadline
17	<p>The updated ABS Guidelines for the Surgical Management of Breast Cancer have been published and are available on the BASO website at the following link:</p> <p>http://www.baso.org.uk/content/Abs-Guidelines.asp</p> <p>The group agreed to endorse and adopt the guidelines.</p> <p>To update statement in the YCN Guidelines for the Surgical Management of Breast Cancer Patients and upload onto YCN website.</p>	K Horgan/ H Ryan	May 2009
7.3 AI Guidance			
Log No	Action	Lead(s)	Deadline
18	The updated AI Guidelines have been signed off and uploaded onto the YCN website.	N/A	N/A
8. Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
19	<p>P Melling gave an update on the data supplied with the papers for the meeting.</p> <p>The new standards which became live on 1 January 2009 have yet to publish reports. Data will be available from mid May and will be presented at the next NSSG.</p> <p>To keep the group updated.</p>	P Melling	Next Meeting (20/10/2009)
8.1 14 Day Target for All Breast Referrals			
Log No	Action	Lead(s)	Deadline
20	To circulate to Breast Cancer MDT Leads a survey to capture how the Breast NSSG is positioned in order to achieve the two week wait for all breast cancer referrals.	G Hughes	May 2009
10. YCRN Update			
Log No	Action	Lead(s)	Deadline
21	<p>Mrs Halstead summarised the YCRN Breast Cancer Clinical Trials Portfolio Performance Report circulated to the group prior to the meeting.</p> <p>Any comments on the format of the report to Mrs Halstead.</p>	All	On-going
22	<p>The Clinical Trials Peer Review measure remains the responsibility of the MDT and NSSG however the YCRN are developing a process to ensure an agreed list of trials can be established within each MDT. YCRN staff from the co-ordinating centre will be meeting with the Network MDT co-ordinators group in the near future to discuss a way forward.</p> <p>To keep the group updated.</p>	F Halstead	On-going
23	Prior to the meeting Dr Cameron circulated an email regarding data on Yorkshire breast accrual. The group discussed reasons for low levels of recruitment into breast cancer trials within Yorkshire.	N/A	N/A

Breast Group : Actions of the meeting held on Thursday 30th April 2009 10:30am

11. Metastatic spinal cord compression			
Log No	Action	Lead(s)	Deadline
24	<p>A half day workshop has been organised by the YCN on Friday 1st May 2009 at Weetwood Hall, Leeds to develop a Network wide action plan for the implementation of the NICE Metastatic Spinal Cord Compression Guidance.</p> <p>To feedback at next meeting.</p>	B Tinkler/ S Duffy	Next Meeting (20/10/2009)
12. Any Other Business			
Log No	Action	Lead(s)	Deadline
25	<p>•Receptor HER2 Status</p> <p>N Sharma asked the group if receptor status should be part of the screening package and hopefully funded by the PCT or should it be separate and funded by individual Trusts.</p> <p>The PCT would take guidance from the NSSG.</p> <p>The group agreed and recommended that the receptor status should be part of the screening package.</p> <p>To feedback advice to the PCT's and seek support for funding.</p>	K Horgan	May 2009

Date of Next Meeting(s)

Tuesday 20th October 2009 10:30am

Nidd Room, Pavilions of Harrogate, Great Yorkshire Showground, Harrogate

Tuesday 20th October 2009 2:00pm

Pavilions of Harrogate, Great Yorkshire Showground, Harrogate [Educational Event]