

Actions of the meeting held on
Wednesday 27 January 2010, 15:30

Yorkshire Cancer Network

Breast Cancer Haven, 4/5 The Gateway West, East Street, LEEDS, LS9 8DA

Present:

Ms L Green	Airedale NHS Trust
Ms D Parker	
Mrs M Blackburn	Bradford Teaching Hospitals NHS Foundation Trust
Mrs D Horsman	Breast Cancer Haven
Mrs V Allinson	Calderdale and Huddersfield NHS Foundation Trust
Ms S Booker	
Ms J Bottomley	
Ms J Lupton	Harrogate and District NHS Foundation Trust
Ms J O'Brien (Chair)	
Mrs K Kitchen	Leeds Teaching Hospitals NHS Trust
Ms K Lowe	Mid Yorkshire Hospitals NHS Trust
Mrs J Frazer	York Hospitals NHS Foundation Trust

Apologies

Mrs D Brown, Mrs J Davies, Ms L Moffat, Mrs M Smith

3. Matters arising			
3.1 SLNB and radiotherapy booklets			
Log No	Action	Lead(s)	Deadline
27	It was reported that neither booklets have generally not been received by members due to the illustrator being on sick leave. Veronica Allinson to ensure that these are distributed appropriately.	V Allinson	Next meeting
4. Audit re-metastatic case load for CNS			
Log No	Action	Lead(s)	Deadline
28	Members were informed that the audit of metastatic case load is now complete. A meeting had been arranged to discuss this, however it had to be cancelled due to adverse weather conditions. Jackie Frazer and Geraint Hughes were able to work on the information, noting four specific areas:- Key worker MDT Specialist support Specialist palliative support. A follow-on audit tool is now being developed to clarify these issues. It would be very helpful if the questionnaire is completed by each CNS and sent to Jacqueline.Frazer@york.nhs.uk	All CNSs	ASAP

4. Audit re-metastatic case load for CNS			
Log No	Action	Lead(s)	Deadline
29	<p>Geraint Hughes is also looking at the pathway which will need to be presented to the YCN Board in the near future.</p> <p>Ideally, numbers are required on how many metastatic patients are newly diagnosed per unit/per year and also the impact on discussion in MDT.</p> <p>A long discussion followed this item. No-one was certain these figures were currently captured.</p> <p>Any CNSs who have this information are to forward it to Jacqueline.Frazer@york.nhs.uk as soon as possible.</p>	All CNSs	ASAP
5. Educational Event			
Log No	Action	Lead(s)	Deadline
30	<p>Members were informed that names are still required to assist with production of the next educational event and it was stressed that no experience is required.</p> <p>Information regarding the next educational event is to be circulated shortly.</p> <p>Any volunteers are to contact Janet O'Brien at janet.obrien@hdfn.nhs.uk as soon as possible.</p>	All	ASAP
6. Volunteers to take a lead in NSSG and Follow up audits			
Log No	Action	Lead(s)	Deadline
31	<p>Veronica Allinson provided feedback from the YCN Breast Executive meeting (December 2009).</p> <p>Members were asked to lead on the Current Pathway Audit and the Network Follow Up audit.</p> <p>Janet O'Brien, Julie Bottomley and Linda Green volunteered for the Follow Up Audit.</p> <p>Jackie Frazer volunteered for the Current Pathway Audit. The group were informed that more volunteers are required.</p> <p>Volunteers to contact Veronica Allinson at veronica.allinson@cht.nhs.uk.</p>	All	ASAP
7. Vice Chair			
Log No	Action	Lead(s)	Deadline
32	<p>Jane Nicholson accepted the offer of Vice Chair for 2 years (Chair-in-waiting).</p> <p>The group sent their thanks and congratulations.</p> <p>Clair Irving to update the group's details.</p>	C Irving	26/02/2010
8. Any Other Business			
Log No	Action	Lead(s)	Deadline
33	<p>Debbie Horsman informed the group that the professionals day at the Breast Cancer Haven in January was cancelled due to adverse weather.</p> <p>Feedback from first group was very positive. A rescheduled date of the 22nd February 2010 was circulated.</p> <p>Debbie Horsman is to contact all members by email for attendees.</p>	D Horsman	15/02/2010

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8. Any Other Business			
Log No	Action	Lead(s)	Deadline
34	► Treasurer At the last meeting Debbie Brown requested to stand down after many years in this office. Jodie Lupton has accepted this role and will take over as and when Debbie can hand over to her. Members thanked Debbie very much for her conscientious and hard work.	N/A	N/A
35	Veronica Allinson provided feedback from her visit to the San Antonio conference. Members were asked to note that she had been asked by Mike Richards to present the Calderdale Follow Up Study at NCSI. The group congratulated Calderdale for this piece of work.	N/A	N/A
36	Mandy Blackburn asked members if anyone had a tool or policy regarding holistic care at key times. Clair Irving to add this as an agenda item for the next meeting.	C Irving	Next meeting
9. Date and time of next meeting			
Log No	Action	Lead(s)	Deadline
37	The next meeting will coincide with the YCN Breast Cancer Educational Event on 22nd April 2010.	N/A	N/A

Date of Next Meeting(s)

Thursday 22nd April 2010 12:00pm

Derwent Syndicate Room, Pavilions of Harrogate, Great Yorkshire Showground, Harrogate