

# YORKSHIRE CANCER NETWORK Chemotherapy Group

Minutes of the meeting held on  
Thursday 14<sup>th</sup> April 2005, 2.00 - 4.00pm  
Room 1, YCRN Conference Suite, Cookridge Hospital

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Present:	Professor P Taylor Dr M Crawford	Airedale NHS Trust
	Dr C Bradley Mr J Cox	Bradford Teaching Hospitals NHS Foundation Trust
	Mrs P Daynes	Calderdale & Huddersfield NHS Trust
	Dr D Jackson	Harrogate and District NHS Foundation Trust & York Hospitals NHS Trust
	Professor L Kay (Chair) Dr M Leahy Mrs J Mansell Dr S Picton	Leeds Teaching Hospitals NHS Trust
	Mrs A Crockett	York Hospitals NHS Trust
	Mr P Melling Mrs H Ryan Mr D Thomson	Yorkshire Cancer Network

## 1. Welcome and Apologies for absence

Dr David Jackson was welcomed to the group and introductions were made by those present.

Apologies were received from Professor M Baker, Dr L Bond, Dr D Dodwell, Dr G Haslam, Dr P Hillmen, Dr J Joffe, Dr S Kinsey, Mrs C Miller, Ms F Stephenson and Mr B Tinkler.

## 2. Minutes from the last meeting

It was noted that item 3.1, paragraph 2 should read 'Mr Thomson summarised that a number of Trusts across the Network have Chemocare, Airedale had invested in OPMAS....' With this amendment the minutes were agreed as being an accurate record.

## 3. Matters Arising

### 3.1 Computerised Prescribing

Mr Thomson informed the group that he has been working with NPfIT Leads from West Yorkshire SHA. He explained that there is no clarity about when NPfIT envisages electronic prescribing to be brought forward into the Network.

Mr Thomson highlighted that a document has been put out for consultation by the e-prescribing team at NPfIT. At a recent meeting with the NHS team working on the National Programme for IT at West Yorkshire it was felt that comments on the document should be fed back by the Network team to allow feedback to the e-prescribing team as a cluster.

**Action: Mr Thomson to circulate NPfIT document throughout the Network for comment.**

### **3.2 Membership**

Mr Thomson explained that there is still no firm decision regarding Mr Mellor's application to join the group. The Network does not have a policy for members from the private sector. The Network Lead Team will meet to discuss a number of principles including the roles and responsibilities of the individual, who they represent and how to ensure equity.

**Action: Network Lead Team to take discussions forward.**

### **3.3 EPO Model**

The EPO protocol, amended by Mr Howard was circulated with the agenda.

An in-depth group discussion followed, the group expressed concern about the strength of the evidence.

The group agreed to feedback to the original EPO subgroup the need to review the evidence and to investigate what policies are in place in other Networks.

**Action: Mr Thomson to feedback comments to the EPO subgroup.  
Mr Thomson and Pharmacy Group to look at policies in other Networks.**

### **3.4 Policy on Charging Patients for their Medicines**

The policy was circulated to the group with the agenda for final review.

It was noted that a number of further drugs should be included in the list of outpatient prescription items that can be dispensed free of charge for cancer patients.

The group agreed to submit the policy to the Network Board following amendments to the list of drugs.

**Action: Mr Thomson to amend the policy and submit to the Network Board.**

### **3.6 Declarations of Conflict of Interest**

Mr Thomson confirmed that all declarations have been received.

Professor Kay asked the group if they had any conflicts of interest to register for this meeting. There were none to record.

## **4. Medical Staff Training**

Professor Kay confirmed that for Peer Review the group is required to have a medical staff training programme (1E-317). Mr Thomson explained that he, Mrs Miller and Dr Bradley have not been able to meet to produce a set of competencies for medical staff training across the Network.

Dr Leahy highlighted that within Leeds four training days are planned over the next 6 months for both nursing and medical staff, led by Ms Krystina Collins.

**Action: Mr Thomson to liaise with Mrs Miller, Ms Collins and Dr Bradley to discuss medical staff training programmes.**

## **5. Status of Guidance from NICE in Cancer Network**

Professor Kay informed the group that the consultation paper had been circulated to organisations for comment.

The group discussed the document and several changes were proposed. With these amendments the group accepted the document.

It was agreed to pilot the document with the Irinotecan, Oxaliplatin and Raltitrexed TAG (Technology Appraisal Guidance) for colorectal cancer (advanced) and with Erlotinib TAG for lung cancer (non-small cell).

**Action: Mr Thomson to amend the document and submit to the Network Board.**

**Mr Thomson to pilot the document with Irinotecan.**

## **6. Peer Review Update**

Mr Melling informed the group that self assessment of the Quality Measures for individual Trusts and the Network should be complete by 27<sup>th</sup> May 2005 and Peer Review pre-visits will follow. Formal Peer Review visits to Trusts will take place in September and October against the Quality Measures that relate to the local and specialist MDT's. The YCN itself, including the Network Chemotherapy Group, will be formally reviewed on 20<sup>th</sup> and 21<sup>st</sup> October.

Mr Tinkler confirmed that the Network will be uploading all of the Network Site Specific Group Quality Measures onto CQuINS (the Cancer Quality Information Network System), therefore individual hospital MDT's can cross reference the evidence.

- **User Representation**

It was agreed that user representation on the group would be explored further.

- **Agreed policy for Preventing Regular Use of Regimes not on Accepted List (1E-306)**

A policy was circulated to the group with the agenda for comment.

Mr Thomson highlighted that the YCN Pharmacy Group have been working to produce an agreed list of acceptable chemotherapy regimes in the YCN (1E-305). The NSSGs will be presented with a list of regimens for sign off.

An in-depth group discussion followed regarding the policy.

Dr Crawford explained that there should be a clear process of how regimes get onto the accepted list. Professor Kay highlighted that this would be discussed further at a future meeting.

Professor Kay suggested that a rapid approval document is required to go with the regular use regimen form in appendix 2.

Dr Leahy explained that a statement is required on trial protocols and dose modifications.

**Action: Mr Thomson to amend policy in light of discussion.**

**Mr Thomson to circulate policy and approved regimens to NSSGs for consultation. The group will also discuss this further in future meetings.**

- **Minimum Specification of the 24 Hour Patient Advice Service (1E-315)**

The specification was circulated to the group with the agenda for comment.

A discussion followed and the group agreed that there should be a record in the patient notes of the call, a record of who received the call and who carried out the review.

**Action: Mr Thomson to amend policy in light of discussion.**

## 7. Network Drug Submission Form

The Network drug submission form was circulated to the group with the agenda.

Mr Thomson explained that before the form goes out for consultation approval is required from the chemotherapy group.

An in-depth group discussion followed regarding the decision making process for new drugs.

**Action: Professor Kay to take forward discussions with Professor Baker.**

## 8. Aromatase Inhibitors

Mr Thomson explained that the YCN Policy for the Use of Aromatase Inhibitors in early breast cancer had been circulated to PCT prescribing advisors for comment. Professor Kay suggested that any issues should be discussed at the next meeting.

## 9. YCN Guidelines

- **Extravasation**

Mr Thomson explained that the consultation deadline for the extravasation guidelines is 29<sup>th</sup> April.

- **Care of Venous Aids to Access**

Mr Thomson highlighted that the guidance is complete and will be uploaded onto the YCN website.

**Action: Mr Thomson to liaise with Mr Melling to upload the guidance onto the YCN website.**

- **Anaphylaxis**

It was originally proposed that the national resuscitation council guidance would be adopted by the group. Dr Leahy suggested adopting the JACIE resuscitation guidance instead.

**Action: Ms Ryan to circulate the JACIE Guidance with the minutes.**

- **Administration of Chemotherapy**

Mr Thomson highlighted that the work carried out by Ms Collins at Leeds would be accepted as a consultation document across the Network.

**Action: Mr Thomson to circulate the guidelines for consultation.**

## 10. Network Approved Regimes

Discussed under item 6.

## 11. Any Other Business

None.

## 12. Date of next and future meetings

Thursday 16 <sup>th</sup> June 2005 - 2.30pm	-	Room 1, YCRN Conference Suite, Cookridge Hospital
Thursday 18 <sup>th</sup> August – 2.30pm	-	As above
Thursday 27 <sup>th</sup> October – 2.30pm	-	As above
Thursday 8 <sup>th</sup> December – 2.30pm	-	As above