

**Actions of the meeting held on  
Wednesday 05 September 2007, 10:00**

**Yorkshire Cancer Network**

**YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital**

**Present:**

Mr R Khan	Airedale NHS Trust
Ms L Shaw	
Mr J Ausobsky	Bradford Teaching Hospitals NHS Foundation Trust
Dr A Conn	
Dr C Kay	
Ms D Kellet	
Dr A Gledhill	Harrogate and District NHS Foundation Trust
Mr J Harrison	
Ms M Jennings	
Mr D Leinhardt	
Mr P Finan	Leeds Teaching Hospitals NHS Trust
Dr A Guthrie (Chair)	
Dr O Rotimi	
Professor M Seymour	
Ms P Jackson	Mid Yorkshire Hospitals NHS Trust
Mr C Macklin	
Ms S Yunis	
Ms C Holman	User Partnership Group
Dr A Seymour	Wakefield Hospice
Ms D Burwell	York Hospitals NHS Foundation Trust
Miss L Carroll	Yorkshire Cancer Network
Mrs M Holland	
Mr P Melling	
Ms F Stephenson	
Mr B Tinkler	
Ms F Halstead	Yorkshire Cancer Research Network
Ms C Moriarty	

**1. Apologies**

Mr D Alexander, Dr A Anthoney, Mr I Bradford, Dr M Crawford, Mr J Davies, Mr S Duffy, Mr J Griffith, Mr P Holdsworth, Mr C Kapadia, Mr P Lyndon, Dr A Manning, Mr M Rogers, Dr D Sebag-Montefiore

<b>3. Matters arising</b>			
Log No	Action	Lead(s)	Deadline
<b>20</b>	A discussion took place regarding where the responsibility lies on the decision made for the patient treatment pathway following a recommendation from the MDT.  The group suggested if a clinician does not follow the recommendation made by the MDT it should be recorded on the MDT proforma.	MDT Research Lead	Review 02/11/2007
<b>21</b>	Clinical Genetics update  Dr Guthrie is awaiting further details from Dr Chu regarding the future of the clinical genetics service. Members present raised their concerns that although this service has not been withdrawn there are significant delays.  To pursue this further and feedback at the next meeting.	A Guthrie	Review 02/11/2007

**Colorectal Group : Actions of the meeting held on Wednesday 5th September 2007 10:00 am**

<b>3.1. Vice Chair</b>			
Log No	Action	Lead(s)	Deadline
22	Mr Jon Harrison was welcomed as Vice Chair of the YCN Colorectal Group. Mr John Griffith will take over as Vice Chair on 1st January 2008 and Mr Harrison will become Chair.  To update membership list.	L Carroll	N/A
<b>3.2. CR07 audit</b>			
Log No	Action	Lead(s)	Deadline
23	To be discussed at the next meeting.	D Sebag-montefiore	02/11/2007
<b>3.3. Repeat MRI scans update</b>			
Log No	Action	Lead(s)	Deadline
24	There had been an agreement when Dr Guthrie met with radiologists across the Network to continue to undertake post chemotherapy repeat MRI scans pending further discussion at the YCN Imaging Group. Representatives from Harrogate said it was their understanding that this was at the discretion of individual MDTs. Members agreed there should be a uniformed approach across the Network.  To discuss this further with Dr Sebag-Montefiore and at the YCN Imaging Group meeting on 19th September 2007 and agree a uniformed Network approach at the next meeting.	A Guthrie	02/11/2007
25	To circulate the YCN PET/CT Scans Clinical Guidelines.	L Carroll	14/09/2007
<b>3.4. ITC Representation</b>			
Log No	Action	Lead(s)	Deadline
26	Mr J Ausobsky agreed to also represent Bradford Independent Treatment Centre (Eccleshill) at the YCN Colorectal Group meetings and feedback to the MAC at Eccleshill any important issues.  To invite a representative from the Fountains Medical Centre to attend the YCN Colorectal Group.	B Tinkler	02/11/2007
27	Members emphasised the importance they ensure their clinical guidelines are complete.  To review the YCN Colorectal Clinical Guidelines and identify any gaps where further work needs to be undertaken. Please send to Dr Guthrie.	All	Review 02/11/2007
<b>4. Peer Review</b>			
Log No	Action	Lead(s)	Deadline
28	Trusts shared their experience and provided feedback from the recent Peer Review process.  Members felt it would be beneficial if they could produce an agreed Network Patient Satisfaction Survey.  To discuss this further at the next meeting.	All	02/11/2007

<b>4. Peer Review</b>			
Log No	Action	Lead(s)	Deadline
<b>29</b>	<p>The absence of radiology guidelines in the YCN Colorectal Clinical Guidelines was raised at the Braford Teaching Hospitals NHS Foundation Trust Peer Review visit.</p> <p>To discuss the development of the YCN rectal radiotherapy guidelines with Dr Sebag-Montefiore.</p>	A Guthrie	Review 02/11/2007
<b>5. User Involvement</b>			
Log No	Action	Lead(s)	Deadline
<b>30</b>	<p>Work is being taken forward as a result of the YCN Colorectal patient information Mapping Event that took place on 29th June 2007. The minimum amount of information that should be provided to patients at a given point of the pathway is being agreed.</p> <p>To keep the group updated on the work undertaken.</p>	M Jennings	review 02/11/2007
<b>31</b>	<p>To circulate the YCN Patient Information Strategy with the Action Log.</p> <p>This will be discussed at the next meeting.</p>	L Carroll	02/11/2007
<b>6. Service Improvement and pathway development update</b>			
Log No	Action	Lead(s)	Deadline
<b>32</b>	<p>Mr Ausobsky summarised the work that has been undertaken by the Service improvement sub-group and thanked Mrs Holland and Mrs Ferguson for their valuable contribution to this work.</p> <p>The next meeting will take place in November 2007 (date to be confirmed)</p> <p>To circulate the draft Colorectal cancer pathway produced by the Service Improvement sub-group and minutes for the meeting that took place on Friday 15th June 2007.</p>	J Ausobsky	Review 02/11/2007
<b>7. Cancer Waiting Times</b>			
Log No	Action	Lead(s)	Deadline
<b>33</b>	<p>Mr Melling presented the latest CWT data. The group acknowledged their achievement against these targets.</p> <p>To circulate the CWT data with the Action Log.</p>	L Carroll	14/09/2007
<b>34</b>	<p>National Bowel Cancer Audit</p> <p>The deadline for submission of data for inclusion in the 2008 annual report is the 14th December 2007.</p> <p>To circulate the National Bowel Cancer audit presentation with the Action Log.</p>	L Carroll	14/09/2007
<b>35</b>	To update on the National Bowel Cancer audit progress at the next meeting.	P Finan/All	Review 02/11/2007

<b>8. YCRN - Cancer Peer Review</b>			
Log No	Action	Lead(s)	Deadline
<b>36</b>	<p>The YCRN are being Peer Reviewed in March 2008. A Research Lead has been identified for each of the MDTs. To comply with the with the research Quality Measure for Peer Review each MDT must have an agreed trial portfolio and recruitment list that has been signed off by the MDT Research Lead and NSSG Chair.</p> <p>The trials portfolio and recruitment list for Bradford, Mid Yorkshire and York were discussed and formally signed off by Dr Guthrie.</p> <p>To contact the MDT Research Lead for those Trusts who's portfolio and recruitment list was not taken to the NSSG.</p>	F Halstead	Review 02/11/2007
<b>9. Educational Event</b>			
Log No	Action	Lead(s)	Deadline
<b>37</b>	<p>The YCN Colorectal Educational Event is taking place on Friday 2nd November 2007 at the Pavilions of Harrogate, Great Yorkshire Showground, Harrogate.</p> <p>To finalise the event programme and circulate.</p>	L Carroll, A Guthrie and J Ausobsky	14/09/2007
<b>10. Any Other Business</b>			
Log No	Action	Lead(s)	Deadline
<b>38</b>	<p>Chemotherapy Regimes</p> <p>To contact Mr Thomson, YCN Lead Pharmacist to discuss finalising the YCN Chemotherapy Regimes for Colorectal Cancer.</p>	A Guthrie	Review 02/11/2007
<b>39</b>	<p>To establish a small sub-group to produce a proposal on how the Network can ensure consistency in recording tumour staging for colorectal cancer in particular in relation to M-stage. This will ensure that data collection is more accurate and assist with future audits. Members agreed this would be beneficial for all NSSGs.</p>	P Finan	Review 02/11/2007

**Date of Next Meeting(s)**

Friday 2nd November 2007 9:00 am  
Pavilions of Harrogate, Great Yorkshire Showground, Harrogate

Friday 2nd November 2007 9:30 am  
Pavilions of Harrogate, Great Yorkshire Showground, Harrogate [EVENT]