

Present:

Ms L Shaw	Airedale NHS Trust
Mr J Ausobsky	Bradford Teaching Hospitals NHS Foundation Trust
Dr C Bradley	
Mr J Griffith	
Ms D Kellet	
Dr A Gledhill	Harrogate and District NHS Foundation Trust
Ms M Jennings	
Mr D Leinhardt	
Mr S Ambrose	Leeds Teaching Hospitals NHS Trust
Dr A Guthrie (Chair)	
Ms J Hemingway	
Mrs H Ilsley	
Dr O Rotimi	
Mr C Macklin	Mid Yorkshire Hospitals NHS Trust
Ms C Holman	User Partnership Group
Ms D Burwell	York Hospitals NHS Foundation Trust
Miss L Carroll	Yorkshire Cancer Network
Mrs M Holland	
Mr P Melling	
Ms C Moriarty	Yorkshire Cancer Research Network

1. Apologies

Mr J Davies, Mr S Duffy, Mr P Finan, Mr J Harrison, Mr P Holdsworth, Dr C Kay, Mr M Rogers, Dr D Sebag-Montefiore, Dr A Seymour, Professor M Seymour, Mr B Tinkler

2. Action Log from the last meeting

Log No	Action	Lead(s)	Deadline
40	<p>Action 22: Mr Griffith will take over a Vice Chair on 1st January 2009 not 2008.</p> <p>Action 29: It is the radiotherapy guidelines that are absent from the YCN Colorectal Clinical Guidelines.</p> <p>With these amendments the Action Log was agreed as an accurate record.</p> <p>To amend the Action Log from the last meeting.</p>	L Carroll	13/11/2007

3.1. Clinical Genetics update

Log No	Action	Lead(s)	Deadline
41	<p>A discussion regarding the future of the clinical genetics service took place.</p> <p>To write a letter to commissioners highlighting the group's concerns regarding the future of the clinical genetics service. To emphasise the importance of this service in the letter and confirm what the future commissioning intentions of the PCTs and Strategic Health Authorities for the genetic services are.</p>	A Guthrie	Review 07/02/2007

Colorectal Group : Actions of the meeting held on Friday 2nd November 2007 9:00 am

3.1. Clinical Genetics update			
Log No	Action	Lead(s)	Deadline
42	To invite Dr Chu to the next meeting to discuss her suggestion/proposal for a future service model.	A Guthrie/L Carroll	Review 07/02/2007
3.2. ITC Representation			
Log No	Action	Lead(s)	Deadline
43	Mr Tinkler is awaiting a response to the letter he sent to Dr Stephen Feldman, dated 19th October formally inviting a representative from the Fountain Medical Centre to become a member of the YCN Colorectal Group. To follow this up and feedback at the next meeting.	B Tinkler/L Carroll	07/02/2007
3.3. YCN Chemotherapy Regimes			
Log No	Action	Lead(s)	Deadline
44	Dr Guthrie is awaiting a response to the email he sent to Mr Thomson, YCN Lead Pharmacist regarding completing the YCN Colorectal Chemotherapy Regimes. Dr Bradley reported that a meeting is taking place at the end of November 2007 to discuss this further. To speak to Mr Thomson and feedback at the next meeting.	A Guthrie	Review 02/11/2007
3.4. Tumour staging for colorectal cancer - proposal			
Log No	Action	Lead(s)	Deadline
45	To discuss at the next meeting.	P Finan	07/02/2007
4. CR07 audit			
Log No	Action	Lead(s)	Deadline
46	Dr Guthrie summarised the Post CR07 Network Audit presentation. The group supported this audit proposal. To circulate the CR07 presentation with the Action Log.	L Carroll	13/11/2007
47	To take this work forward a sub-group will be established. Dr Guthrie named the proposed membership for this group. Mr Melling, YCN Information Manager also volunteered to join. The importance that each MDT/specialty is represented was emphasised. To establish a sub-group to take this work forward.	D Sebag-Montefiore/ A Guthrie	Review 07/02/2007
5. Repeat MRI scans update			
Log No	Action	Lead(s)	Deadline
48	Dr Guthrie summarised the letter from Dr Sebag-Montefiore regarding repeat MRI scans. A in-depth discussion followed. To circulate the letter with the Action Log.	L Carroll	13/11/2007

5. Repeat MRI scans update			
Log No	Action	Lead(s)	Deadline
49	Cookridge to change their policy of telling patients they will be having MRI when they return to their Unit for further treatment. In the future all patients will be told they are being referred back to their local hospital for the next step in their treatment.		Review 07/02/2007
50	Write to all Trusts asking for their policy on the use of CT following pre-op radiotherapy treatment.	A Guthrie	Review 07/02/2007
7. Network Patient Satisfaction Survey			
Log No	Action	Lead(s)	Deadline
51	The Colorectal Nurses Group reported that they are developing a patient satisfaction survey which will be able to be used in all Trusts in the Network. This will allow for standardisation of questions and allow comparisons between Units. To report on progress at the next meeting.	YCN Colorectal Nurses Group Representatives	07/02/2007
8. YCN Patient Information Strategy			
Log No	Action	Lead(s)	Deadline
52	The Colorectal Nurses Group referred to the patient information pathways they had circulated with the papers for the meeting. A discussion followed during which some members fed back that they found the pathways unclear. To re-work the pathways making the information more consistent and clearer. To re-circulate prior to the next meeting.	YCN Colorectal Nurses Group	Review 07/02/2007
9. Service Improvement			
Log No	Action	Lead(s)	Deadline
53	Mr Ausobsky reported that the next meeting of the service improvement group would be held on the 30th November and that work was continuing. To report the outcome of the service improvement meeting at the next meeting.	Mr Ausobsky	07/02/2007
11. Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
54	Mr Melling reported that there had been no new data published since the last group meeting but that Q2 data would be published on Monday 5th November. Mr Melling to circulate the Q2 data with the action log.	Mr Melling	09/11/2007
55	A discussion of current waiting times for colonoscopy was held. Mr Melling to routinely obtain full colonoscopy waiting times from each Trust for each meeting.	Mr Melling	Ongoing

Colorectal Group : Actions of the meeting held on Friday 2nd November 2007 9:00 am

13. Any Other Business			
Log No	Action	Lead(s)	Deadline
56	The issue of CNS support for radiotherapy patients was raised. There is currently no CNS cover for colorectal radiotherapy patients at Cookridge due to staff sick leave. The group expressed their concerns. Dr Guthrie to write to Dr Sebag-Montefiore to express the concerns of the Group and to ask for solutions.	Dr Guthrie	Review 07/02/2007
14. Dates for 2008 meetings			
Log No	Action	Lead(s)	Deadline
57		N/A	N/A

Date of Next Meeting(s)

Thursday 7th February 2008 10:00 am
TBC

Wednesday 7th May 2008 10:00 am
TBC

Tuesday 2nd September 2008 10:00 am
TBC

Thursday 11th December 2008 10:00 am
TBC