

**Actions of the meeting held on  
Tuesday 15 September 2009, 10:00**

**Yorkshire Cancer Network**

**Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital**

**Present:**

Mrs E Benson	Airedale NHS Trust
Mr J Davies	Bradford Teaching Hospitals NHS Foundation Trust
Mr J Griffith	
Ms D Kellet	
Ms L Hall	Calderdale and Huddersfield NHS Foundation Trust
Dr A Buxton	Harrogate and District NHS Foundation Trust
Mr J Harrison (Chair)	
Dr P Hatfield	Leeds Teaching Hospitals NHS Trust
Dr O Rotimi	
Mr A Young	
Mr P Lyndon	Mid Yorkshire Hospitals NHS Trust
Dr E Morris	NYCRIS
Ms C Holman	User Partnership Group
Ms D Burwell	York Hospitals NHS Foundation Trust
Ms A Stanford	
Mr S Stojkovic	
Mrs M Holland	Yorkshire Cancer Network
Mr P Melling	
Mrs L White	
Ms F Halstead	Yorkshire Cancer Research Network
Ms C Moriarty	

**Apologies**

Mr J Ausobsky, Dr C Bradley, Dr M Crawford, Mr S Duffy, Mr P Finan, Dr A Guthrie, Ms J Hemingway, Mrs M Jennings, Dr C Kay, Mr D Leinhardt, Dr S Rehman, Ms L Shaw, Mr B Tinkler

<b>2. Action Log from the last meeting</b>			
Log No	Action	Lead(s)	Deadline
18	The Action Log of the last meeting was agreed as an accurate record.	N/A	N/A
<b>3. Matters arising</b>			
Log No	Action	Lead(s)	Deadline
19	Mr Harrison informed members that Mr Botterill has volunteered to become Vice Chair of the Colorectal Group.  Members were asked to send expressions of interest by Friday 18th September.	All	18/09/2009
<b>3.1 Criteria for referral of liver resections</b>			
Log No	Action	Lead(s)	Deadline
20	It was reported that there is no formal criteria/guidelines for the referral of liver resections.  It is hoped that following the audit of liver mets this will be addressed.	N/A	N/A

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<b>4. Audit</b>			
Log No	Action	Lead(s)	Deadline
<b>21</b>	<p>National Bowel Cancer Audit</p> <p>The report for the National Bowel Cancer Audit is now due in October 2009. The next upload deadline for July 08 - July 09 patients is at the start of December.</p> <p>Mr Melling to produce a summary of the report to help identify any data quality issues for Trusts within the YCN.</p>	P Melling	11/12/2009
<b>4.1 CR07</b>			
Log No	Action	Lead(s)	Deadline
<b>22</b>	<p>All MDTs are participating in this audit and the pathology forms are starting to come in.</p> <p>It was noted that the information for the radiotherapy forms is available on PPM.</p> <p>Mr Melling to provide an audit update at the next meeting.</p>	P Melling	11/12/2009
<b>4.2 Audit of Liver Mets</b>			
Log No	Action	Lead(s)	Deadline
<b>23</b>	<p>The audit of liver mets commenced at the start of September 2009 and will run for 6 months. An analysis will take place after 3 months to ensure that sufficient numbers will be captured.</p> <p>To provide an interim analysis at the next meeting.</p>	A Young	11/12/2009
<b>5. Nursing</b>			
Log No	Action	Lead(s)	Deadline
<b>24</b>	<p>Ms Burwell reported that work on the implementation of the Supportive and Palliative Care Guidelines is ongoing. The main challenges around the implementation of the guidance are the implementation of the keyworker role, holistic assessment and implementation of the patient information pathways into practice.</p> <p>The report from the pilot of the patient satisfaction surveys has been circulated. Mr Sloane, User Facilitator for the Yorkshire Cancer Network is attending the next nurses group to discuss the next steps. It was suggested that Mr Sloane also attends the next NSSG meeting.</p> <p>Airedale, Harrogate, Leeds and Mid Yorkshire have agreed to take part in the patient information prescriptions pilot. It is anticipated roll out will take place in 2010.</p> <p>To invite Mr Sloane to the next NSSG meeting.</p>	C Sloane / L White	11/12/2009
<b>6. User Involvement</b>			
Log No	Action	Lead(s)	Deadline
<b>25</b>	<p>Mrs Holland has spoken to Ms Holman who feels that the Colorectal group should engage with patient / carers prior to the commencement of work and when producing the work programme. A group discussion followed.</p> <p>It was felt that further discussion regarding how patients/carers are involved should take place at the YCN Nurses Group meeting.</p>	YCN Colorectal Nurses	Review 11/12/2009

<b>7. Service Improvement</b>			
Log No	Action	Lead(s)	Deadline
<b>26</b>	<p>The next YCN Colorectal Service Improvement Group meeting is taking place on Friday 23rd October, 10.00am at St Gemma's Hospice, Leeds.</p> <p>A study is being undertaken at Bradford Teaching Hospitals NHS Foundation Trust to look at all patients referred as "Fast-Track" referrals for a 6-month period and all other patients referred by any other route and diagnosed with colorectal-anal cancer during the same time period.</p> <p>The aim of this study is to investigate the coherence of the pathways and to investigate the actual cost of each patient journey to the institution at each step of the pathways until the patient either exits the pathway (with a non-malignant diagnosis) or completes the pathway (with a diagnosis of cancer) and to compare these costings with the tariff.</p> <p>The YCN has been successful in securing funding for one year to take forward a local cancer awareness and early diagnosis project to assess the level of cancer awareness in the general population and to investigate colorectal cancer emergency admissions and understand the patient pathway from primary care to emergency admission.</p> <p>Mrs Holland to give an update on audit at the next Service Improvement meeting.</p>	M Holland	23/10/2009
<b>7.1 York Model</b>			
Log No	Action	Lead(s)	Deadline
<b>27</b>	<p>Mr Stojkovic presented on the lower GI diagnostic services at York Hospitals NHS Foundation Trust.</p> <p>Mr Harrison and the network members present commented that the York model appeared to be of a high quality and sanctioned its continued use.</p> <p>Mr Stojkovic said it would be beneficial if the Network could cost the York model as part of their project.</p> <p>Mrs Holland and Mr Stojkovic to discuss this further.</p>	M Holland & S Stojkovic	Review 11/12/2009
<b>8. Cancer Waiting Times</b>			
Log No	Action	Lead(s)	Deadline
<b>28</b>	<p>Mr Melling gave a presentation on the latest CWT targets. He noted that the national thresholds have been set at;</p> <p>14 day target - 93%</p> <p>31 day target - 96%</p> <p>62 day target - 85%</p> <p>To keep members updated on the CWT targets.</p>	P Melling	11/12/2009

<b>9. YCRN</b>			
Log No	Action	Lead(s)	Deadline
<b>29</b>	<p>Ms Halstead gave an overview of the YCRN colorectal clinical trial portfolio performance report.</p> <p>A group discussion followed. Ms Halstead welcomed comments on the report including how the group would like them presented.</p> <p>The limitations to research nurse support outside Leeds was mentioned. It was also highlighted that all the trials have a set protocol for the pathology and before they participate pathologists must undergo training which is difficult if undertaking a number of trials. The pathology NSSG is feeding this back to the YCRN.</p> <p>To keep members updated on the colorectal clinical trial portfolio.</p>	F Halstead	11/12/2009
<b>10. Educational Event</b>			
Log No	Action	Lead(s)	Deadline
<b>30</b>	<p>The YCN Colorectal Educational Event will now take place on Friday 26th February at the Pavilions of Harrogate, Great Yorkshire Showground.</p> <p>The main topics will be on laparoscopic surgery and the Enhanced Recovery Programme.</p> <p>To circulate the programme and registration form for the educational event.</p>	L White	01/1/2009
<b>11. Percentage of patients that would benefit from Laparoscopic Surgery</b>			
Log No	Action	Lead(s)	Deadline
<b>31</b>	<p>Members said it was difficult to confirm the percentage of patients that would benefit from laparoscopic surgery until they have a definition of what is meant by completed laparoscopically.</p> <p>Following a group discussion it was agreed to establish a working group to help define this.</p> <p>Mr Griffith, Mr Davies, Mr Harrison, Mr Stojkovic and Mrs Holland agreed to be involved.</p> <p>Mr Harrison to draft a letter to Mr Griffith asking him to lead a sub-group of the YCN Colorectal Group to look at the issue of standards in laparoscopic surgery across the Network so that comparisons can be made between trusts and get a clearer picture of who is doing what and also to get an idea of how many patients across the Network might benefit from laparoscopic colorectal surgery.</p>	J Harrison	Review 11/12/2009

<b>12. Any Other Business</b>			
Log No	Action	Lead(s)	Deadline
32	<p>Mr Harrison proposed that future NSSG meetings will have specific set agenda items to include;</p> <p>Review and sign off of guidelines                      Agreeing and presenting the NSSG audit                      Agreeing Work Programme                      Agreeing Annual Report                      Chairs annual review with Director</p> <p>This will ensure that the above are completed in a timely manner.</p> <p>In line with the above the clinical guidelines should now be reviewed.</p> <p>Liver Guidelines                      Mr Giles Toogood is attending a national meeting on this issue in a couple of weeks time and will feedback to Mr Harrison.</p> <p>Mr Harrison to contact individuals to see if they will review specific sections of the guidelines.</p>	J Harrison	Review 11/12/2009
33	<p>A national piece of work on Enhanced Recovery Programme is currently taking place. Calderdale &amp; Huddersfield NHS Foundation Trust and Leeds Teaching Hospitals NHS Trust have been chosen to be the pilot sites in the YCN for the introduction of ERP.</p> <p>To keep members updated on this work.</p>	J Griffith	Review 11/12/2009
34	<p>Mr Griffith reported that he had attended a national meeting on Colorectal Cancer Follow-up. There is a drive from the DoH to reduce the number of patients that are followed up across all cancer sites.</p> <p>To keep members updated on this work.</p>	J Griffith	Review 11/12/2009

**Date of Next Meeting(s)**

Friday 11th December 2009 10:00am  
 Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Friday 26th February 2010 9:00am  
 Pavilions of Harrogate, Great Yorkshire Showground, Harrogate [Educational Event]

Tuesday 22nd June 2010 10:00am  
 Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Tuesday 19th October 2010 10:00am  
 Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital