

Present:

Ms L Shaw	Airedale NHS Trust
Ms D Kellet	Bradford Teaching Hospitals NHS Foundation Trust
Ms E Bentley	Harrogate and District NHS Foundation Trust
Ms M Jennings (Chair)	
Sister P Byrne	Leeds Teaching Hospitals NHS Trust
Ms J Hemingway	
Ms J Crossley	Mid Yorkshire Hospitals NHS Trust
Miss D Mallinson	Yorkshire Cancer Network
Mr C Sloane	

Apologies

Ms S Barker, Mrs E Benson, Mrs T Goldsbrough, Mrs K Ruddock, Mrs J Toovey

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
1	The action log from the last meeting was agreed as an accurate record.	N/A	N/A
3. Matters arising			
3.1 Finalisation of closure of ileostomy			
Log No	Action	Lead(s)	Deadline
2	M Jennings to contact J Archer to confirm finalisation and circulate this to the group.	M Jennings	01/06/2010
4. Discuss Anterior resection guideline			
Log No	Action	Lead(s)	Deadline
3	The group was informed that the Anterior Resection Guidelines have been presented to the NSSG Colorectal group and feedback is to be collected by M Jennings. M Jennings to collect feedback from the NSSG Colorectal group	M Jennings	14/06/2010
5. High Impact actions in stoma care			
Log No	Action	Lead(s)	Deadline
4	E Bentley informed the group of the Quality Indicator Initiative that is currently in circulation and feedback on this is currently being collected. To circulate feedback to the group.	E Bentley	14/06/2010

6. Service User Involvement			
Log No	Action	Lead(s)	Deadline
5	<p>The group discussed the current involvement from Service Users.</p> <p>P Byrne has been approached by a Service User who has shown interest in joining the group and C Sloane is happy to meet with the Service User to discuss involvement.</p>	N/A	Ongoing
7. Update on Patient Satisfaction Surveys			
Log No	Action	Lead(s)	Deadline
6	<p>C Sloane (YCN) presented the results of the Patient Satisfaction Surveys.</p> <p>The group were notified that the survey is for Network-wide use in order to compare across trusts. The group discussed the results and gave feedback over the questions and process.</p> <p>It was agreed that the survey will be a more randomised survey in the future in order to gain broader results.</p> <p>A national survey is taking place during 2010, which is being co-ordinated by the National Cancer Action Team (NCAT). The Network will therefore hold their survey and develop it further so that it is ready to use in 2011.</p> <p>The dates of Self Assessment for Peer Review were unclear to the group. C Sloane will contact H Ryan to clarify this issue.</p> <p>Colorectal teams will be self-assessed in 2010. The group were informed that Self Assessments are to be submitted by 31st August 2010. The Patient Experience Survey pilot may be used for the purpose of Peer Review Self Assessment, however local teams will need to provide evidence that they have discussed the results and agreed to implement and action point from it.</p>	N/A	17/05/2010
7	C Sloane to email the electronic version of the pilot survey results to the group for further dissemination and feedback.	C Sloane	June/July
8	C Sloane to circulate the amended draft survey for feedback once completed.	C Sloane	June/July

8. Patient information prescriptions			
Log No	Action	Lead(s)	Deadline
9	<p>Members discussed the use of Patient Information Prescriptions and the problems with auditing it.</p> <p>M Jennings reported that the Patient Information Prescription are not carbon copied therefore the patient is given the prescription and this is recorded in their notes, stating that the information has been given.</p> <p>It was agreed that there are problems in some localities such as Bradford as all information is at the Cancer Information Centre, however Outpatients are not based there.</p> <p>J Hemingway educated the group on the national meeting for Patient Information Prescription in Manchester and the findings and issues around the system were found to be the same as the group's.</p> <p>C Sloane informed members of the National Information Prescription Project that will be launched this year. There was consensus within the group that group members should be encouraged to attend the launch event on 13th July.</p> <p>It was agreed that the combined use of PPM alongside Patient Information Prescriptions should be an effective system.</p> <p>J Archer to send J Hemingway a selection of the Patent Information Prescriptions.</p>	J Archer	14/06/2010
9. Update on Service Improvement Group			
Log No	Action	Lead(s)	Deadline
10	<p>The group was I informed that the Service Improvement group was discussed at the NSSG Colorectal group meeting.</p> <p>The Costings Project at Bradford was discussed with the view to commissioning pathways and also the market research Cancer Awareness and Early Diagnosis, which is awaiting analysis.</p> <p>D Kellet informed the group that each trust is taking part in the Colorectal Early Admissions work, and a nominee from each trust should have been appointed to look at this.</p> <p>The group was notified that J Griffith has taken on the follow-up work which is linked with the Survivorship Initiative.</p> <p>The group discussed whether the Colorectal Nurses Group was required to have a Work Programme and Annual Report.</p> <p>Members were notified that the groups Work Programme and Annual Report are not assessed by Peer Review, however they need to be integrated into the Colorectal NSSG papers for Peer Review.</p> <p>M Jennings advised the group that N Hawkshaw (Pancreatic Clinical Nurse Specialist, Leeds) will be invited to the next group meeting to discuss Liver Mets patients.</p> <p>J Griffith to do analysis on completed questionnaires from the group.</p>	J Griffith	Review July 2010
11	M Jennings to invite N Hawkshaw to the next meeting.	D Mallinson	N/A
12	To notify the group of the next Service Improvement Group meeting.	D Mallinson	07/06/2010

10. Holistic assessment progress			
Log No	Action	Lead(s)	Deadline
13	<p>Members discussed the progress of Holistic Assessment and usefulness of PPM.</p> <p>It was agreed that 'PPM; Paper Issues' should be added to the next NSSG Colorectal group meeting's agenda.</p> <p>To add 'PPM; Paper' Issues to the next NSSG Colorectal group meeting's agenda.</p>	D Mallinson	14/06/2010
11. Feedback from Feminine Care event			
Log No	Action	Lead(s)	Deadline
14	<p>P Byrne presented the feedback from the event to the group, and the positive evaluation was discussed.</p> <p>It was believed that the event could have benefited further if held over a full day rather than half a day.</p> <p>The group agreed that the event should take place once every 6 months, if not annually, and that a registration fee should apply rather than simply sponsorship. C Sloane suggested that the Network be approached to request support for the event, and agreed to look further into this.</p> <p>Venues such as Thackeray Medical Museum and St Gemma's Hospice were discussed, however it was agreed to finalise a venue at a later date.</p> <p>The Network can only support one Educational event per year, per NSSG, therefore will unfortunately not be able to support an annual Nurses Group event.</p> <p>To decide upon a date and venue for the next event and add to the Work Programme.</p>	M Jennings/D Mallinson	05/07/2010
12. To discuss - The future of the group			
Log No	Action	Lead(s)	Deadline
16	<p>The group discussed their relationship with the Stoma Care Support Group and it was found that the Stoma Nurses felt they are not fully represented within the group.</p> <p>An depth group discussion followed and, although there were reservations, it was agreed that the Stoma Care Support Group would benefit from forming its own Network group.</p>	N/A	14/06/2010
17	<p>M Jennings notified the group of a letter from J Toovey regarding a workshop to looking CNS roles in Cancer Care.</p> <p>Members were notified that the Lead Nurses group are trying to develop indicators, outcomes and other evidence that can be used to prove CNSs worth within Cancer Services.</p> <p>The group agreed that attendance of the workshop would be highly beneficial.</p> <p>M Jennings to notify J Toovey of the groups interest in the workshop.</p>	M Jennings	21/05/2010

Colorectal Nurses Group : Actions of the meeting held on Thursday 22nd April 2010 10:00am

13. AOB			
Log No	Action	Lead(s)	Deadline
18	<p>The group discussed access to Psychology services, and were informed that the group does not have a designated Psychology Service.</p> <p>The group were notified that certain Psychology Services are now looking at Body Image. It was agreed that the group would benefit from further information on this area.</p> <p>M Jennings contact J Toovey regarding information on the roll out of access to Psychology Services after the pilot has been completed.</p>	M Jennings	N/A
19	To invite Caroline Wells to the next meeting to discuss.	J Hemingway	04/06/2010

Date of Next Meeting

To be scheduled