

Present:

Professor D Dodwell	Leeds Teaching Hospitals NHS Trust
Dr D Jackson	
Dr T Perren	
Mrs S Frier	NHS Leeds
Mr P Trueman	University of York
Mr S Duffy	Yorkshire Cancer Network
Mr D Thomson	

Apologies

Mrs J Cawtheray, Mr G Fell

1. Welcome, Introduction & Apologies			
Log No	Action	Lead(s)	Deadline
1	Sean Duffy welcomed the group and introductions were made around the table.	N/A	N/A
2. Matters arising			
Log No	Action	Lead(s)	Deadline
2	Sean Duffy explained that the purpose of today's first meeting is to discuss the proposal agreed by the YCN Board of a way forward for the commissioning drugs within the Network.	N/A	N/A
3. Review of proposal agreed at YCN Board			
Log No	Action	Lead(s)	Deadline
3	<p>Sean Duffy discussed the proposed streamlined approach to commissioning drugs within the Network and from the outset of engaging the views of both commissioners and clinicians.</p> <p>Sean Duffy explained the updated process agreed by the Board in detail from the presentation prepared by David Thomson (presentation available on request). The process would start by a submission from a clinical group being submitted to the YCN Gateway Group. Over the next 8 weeks this submission would be reviewed for safety and efficacy by the relevant DTC's in the Network whilst concurrently the Lead Pharmacist and Health Economist will build a budget impact model and health economic review. At the end of the 8 week period the Gateway Group will review this data and agree a recommendation. This process is considered helpful in assisting the move away from lengthy individual case processes.</p> <p>Sean Duffy emphasised that the Board has recognised the legitimacy of the Gateway Group and those representing the PCT's should have the support of the PCT Executive representation at the YCN Board and therefore has delegated voting rights. It was explained that 4 out of the 7 PCTs need to be present in order to be quorate.</p> <p>Sean Duffy to contact the chair of the YCN Board to discuss and ensure PCT representation at future Gateway Group Meetings. Sean Duffy and David Thomson to give an Health Economic update to the March Board meeting.</p>	S Duffy & D Thomson	04/03/2009

3. Review of proposal agreed at YCN Board			
Log No	Action	Lead(s)	Deadline
4	<p>The Terms of Reference was tabled and discussed. Sean Duffy asked the group for any comments and amendments to the ToR. The group agreed to endorse the ToR.</p> <p>David Thomson to make suggested amendments.</p>	D Thomson	15/04/2009
4. Issues identified			
4.1 Draft submission proforma			
Log No	Action	Lead(s)	Deadline
5	<p>David Thomson discussed in detail the draft electronic proforma previously circulated.</p> <p>David informed the group that all the DTC's are currently reviewing the electronic proforma. It was discussed that the following may initiate the process:</p> <ul style="list-style-type: none"> - Horizon scanning by clinicians/pharmacists. - New 'approved' regimen being flagged as requiring addition to Network list. <p>The group discussed whether a clinician nominated by their SSG or subgroup is reasonable when providing the information needed for the Gateway Group to make a recommendation. It was agreed that pharmacist input is essential to support the submission process.</p> <p>The group suggested some amendments to the proforma such as comment boxes as not always clear. David Thomson to re-circulate amended proforma for sign off.</p> <p>David Thomson to discuss the Pharmacy input with the Chief Pharmacist Group.</p>	D Thomson	Review at Next Meeting
4.2 Health economic input & proposal			
Log No	Action	Lead(s)	Deadline
6	<p>David Thomson discussed the draft paper tabled regarding Health Economic input to group decisions. Paul Trueman gave a health economist view and discussed the key challenges in this process. The submission model was considered as feasible as the majority of drugs are pending NICE appraisal which gives a longer period of time for the proposed submission process.</p> <p>Paul Trueman agreed to continue to be involved with the implementation of this process and to provide future health economic reviews if required. The group discussed that in order to make robust cost effective decisions a health economic opinion is essential.</p> <p>Sandra Frier gave a PCT perspective and commented that the process could be very valuable. It was suggested running pilot proposals could showcase these benefits.</p> <p>David Thomson to take proposal to YCN Board.</p>	D Thomson	04/03/2009

5. Any Other Business			
Log No	Action	Lead(s)	Deadline
7	<p>Next Steps:</p> <ul style="list-style-type: none"> - Agree YCN approved regimen lists for Colorectal, Breast, Haematology, Lung and Gynaecology, for sign off by 31st March 2009. - Pilot agreed 2 topics, Beuccizumob in metastatic breast cancer and Topotecn (oral) for NSCLC. - Complete consultations with DTC's and Chief Pharmacists. - Hold launch event to publicise process in April 2009. 	All Members	Review at Next Meeting
8	<p>The group agreed that the Chair and Vice Chair of the group should have a Commissioner and Clinician rotation.</p> <p>Chair and Vice Chair to be agreed once the Gateway is fully established.</p>	All Members	N/A
9	<p>It was agreed that the group need to meet bi-monthly, timing the meetings around the submission process to ensure each meeting is utilised fully in order for the group to agree recommendations.</p> <p>Sophie Thornborow to arrange future meeting dates, dates to be circulated with the Action Log.</p>	S Thornborow	25/02/2009

Date of Next Meeting

To be scheduled