

Present:

Ms T Browne	Airedale NHS Trust
Ms C Parkinson	
Prof P O'Donovan	Bradford Teaching Hospitals NHS Foundation Trust
Mr C Choy	Calderdale and Huddersfield NHS Foundation Trust
Dr B Crosse	
Mr A Barnett	Harrogate and District NHS Foundation Trust
Dr D Scott	
Ms M Webb	
Mr T Broadhead	Leeds Teaching Hospitals NHS Trust
Mr J Buxton	
Dr R Cooper	
Ms W Gregory	
Mr R Hutson	
Mr D Nugent	
Dr J Orton	
Mr S Saidi	
Dr J Spencer	
Ms S Waller	
Dr N Wilkinson	
Ms B Watson	Mid Yorkshire Hospitals NHS Trust
Mr B Hunter (Chair)	York Hospitals NHS Foundation Trust
Mrs L Jackson	
Ms L Watson	
Mrs M Holland	Yorkshire Cancer Network
Mr P Melling	
Ms C Sheard	
Ms F Stephenson	
Mr B Tinkler	

1. Apologies

Mr P Brunskill, Ms A Craven, Dr M Crawford, Ms C Downes, Dr G Haslam, Mrs B Hurst, Mrs A Jenkins, Mrs P Marsden, Ms R Wells

2. Action Log from the last meeting

Log No	Action	Lead(s)	Deadline
1	Gynae MDT SOP Sarah Waller to update and finalise the current version of the SOP and send an electronic copy to the Network for circulation and upload to the YCN website.	S Waller	12/10/2007
3.1. Audit			
Log No	Action	Lead(s)	Deadline
2	The group discussed this topic and a number of actions arose. Volunteers to join an audit sub-group to contact Philip Melling or Jane Orton.	All	02/11/2007

Gynaecology Group Group : Actions of the meeting held on Friday 14th September 2007 9:00 am

3.1. Audit			
Log No	Action	Lead(s)	Deadline
3	Jane Orton and Philip Melling to organise an audit education afternoon following the next NSSG on Friday 1st February 2008.	J Orton / P Melling	01/02/2008
4	Members to contact Jane Orton or Philip Melling with details of audits in progress or completed projects that they would like to present at the audit education meeting in February.	All	02/11/2007
4. Annual Report 2006-07/Work Programme 2007-08			
Log No	Action	Lead(s)	Deadline
5	All to send comments on the draft annual report to the Network office.	All	12/10/2007
6	The Work Programme to be produced and circulated prior to the next meeting.	C Sheard	01/02/2008
5. YCRN - Cancer Peer Review			
Log No	Action	Lead(s)	Deadline
7	Carol Sleigh to re-circulate the request for help with the YCRN peer review.	C Sleigh	12/10/2007
6.1. Service Improvement Development Work			
Log No	Action	Lead(s)	Deadline
8	To circulate Marlene Holland's presentation.	C Sheard	12/10/2007
9	The first Service Improvement workshop is taking place on Tuesday 9th October 2007 and an invitation has been circulated to nominated individuals. Members to contact Bill Hunter (bill.hunter@york.nhs.uk) for further information if they want to be involved with this workstream.	All	09/10/2007
7. Follow-up Guidelines - Draft Proposal			
Log No	Action	Lead(s)	Deadline
10	A discussion on the topic of follow-up guidelines was held and there was agreement that the current guidelines need rationalisation. Jane Orton to send the Network a follow-up paper for distribution to the group and comment.	J Orton	12/10/2007
11	All to comment on the proposed follow-up guidelines and send comments back to Jane Orton by 02/11/2007.	All	02/11/2007
12	Fiona Stephenson to contact Derek Cruikshank about the current status of the Figure follow-up trial and then to circulate the findings to the Group.	F Stephenson	12/10/2007
13	Fiona Stephenson and the Gynaecology Nurses Group to explore patient initiated follow-up further	F Stephenson / Gynae Nurses Group	Review 01/02/2008

8. Feedback from Gynaecology Workshop - Revised Measures			
Log No	Action	Lead(s)	Deadline
14	Feedback was given from the workshop event and reminded that the deadline for comments on the draft measures was the 5th October 2007. To comment on the draft measures by the 5th October 2007.	All	05/10/2007
15	A discussion about Cervix Stage 1a cases and the review of their pathology by the Centre MDT. It was unclear whether there is a consistent approach to the review of Cervix 1a across the Network. Mr Hunter to write to MDT Leads to confirm their position and policy on the review/registration of Cervix 1a cases.	B Hunter	02/11/2007
10. Any Other Business			
Log No	Action	Lead(s)	Deadline
16	Mr Hunter asked the Group if they would be interested in presenting and discussing adverse incidents, lessons learnt and outcomes. It was suggested to start the process with discussing CWT breaches but to also include other clinical adverse incidents. All to send any examples to Mr Hunter for discussion at the next meeting.	All	Review 01/02/2008
17	Membership MDT Leads to be asked to nominate 2 named representatives from each Locality to attend the Group. This does not preclude others from that Locality from coming to the meeting but would hopefully ensure representation from every Locality and better communication back to the locality following the meetings. Bill Hunter/Fiona Stephenson to write to each MDT Lead to ask for 2 named representatives from each Locality to attend the Group.	B Hunter / F Stephenson	02/11/2007

Date of Next Meeting(s)

Friday 1st February 2008 9:00 am
TBC

Friday 1st February 2008 1:00 pm
TBC [EVENT]

Friday 16th May 2008 9:00 am
TBC

Friday 16th May 2008 1:00 pm
TBC [EVENT]

Friday 12th September 2008 9:00 am
TBC