

YORKSHIRE CANCER NETWORK

Gynaecology Group

Minutes of the meeting held on
Friday 16th September 2005, 9.00am
Room 1, YCRN Conference Suite, Cookridge Hospital

Present:	Ms B Hurst	Bradford Teaching Hospitals NHS Foundation Trust
	Dr B Crosse	Calderdale & Huddersfield NHS Trust
	Ms Marion Webb	Harrogate and District NHS Foundation Trust
	Dr D Alison	Leeds Teaching Hospitals NHS Trust
	Mr T Broadhead	
	Mr J Buxton	
	Dr R Cooper	
	Ms W Gregory	
	Ms C Hancock	
	Mr R Hutson	
	Ms A Jenkins	
	Mr G Lane	
	Dr J Orton (Chair)	
	Dr J Spencer	
	Mr M Waugh	
	Dr N Wilkinson	
	Dr A Andrew	York Hospitals NHS Trust
	Mr W Hunter	
	Ms L Jackson	
	Mrs J Archer	Yorkshire Cancer Network
	Mr P Melling	
	Mrs H Ryan	
	Mr B Tinkler	
	Mrs J Toovey	
	Ms J Hughes	Yorkshire Cancer Research Network

1. Introduction and Apologies for Absence

Dr Orton welcomed Ms June Toovey, Acting YCN Lead Nurse and Mrs Jane Archer, YCN Patient Information and Support Manager to the meeting.

Apologies were received from Professor M Baker, Mr P Brunskill, Dr M Crawford, Ms C Downes, Ms J Higgins, Ms Pat Marsden, Ms C Parkinson and Ms F Stephenson.

2. Minutes of the Last Meeting

Were agreed as being an accurate record.

3. Matters arising

- **SOP**

Dr Orton confirmed that the SOP has been finalised and signed off. Mr Melling agreed to upload the document onto the YCN website www.ycn.nhs.uk.

The group discussed the attendance and workings of the Unit and Centre MDT's in terms of the Peer Review Quality Measures.

Dr Spencer informed the group that the European Women's Imaging Sub-group has agreed to accept the YCN Gynaecological Imaging Guidelines as the European Guidelines.

Action: Mr Melling to upload SOP onto YCN website.

- **YCN Cancer Event Server**

A paper describing the Yorkshire Cancer Network Cancer Event Server was circulated with the agenda for information. Mr Melling described the server project to the group.

Mr Melling confirmed that the Network has agreed to pilot the collection of the full Royal College MDS for endometrial cancers using the event server.

The group agreed that it would be useful to access patient annotations and letters through the server. Mr Melling explained that this may be a possible development for the future.

- **Peer Review Update**

The group received feedback from Trusts members who had been formally Peer Reviewed.

Dr Allison queried the mechanism for feedback to the Zonal Team on the Peer Review process. Mr Tinkler explained that he has asked Trust Cancer Lead Managers to feedback comments to the Network. Mr Tinkler encouraged colleagues to feedback their comments through their local Cancer Lead Managers or directly to Mr Tinkler at the Network to feedback to the Peer Review Zonal Team and the National Team.

4. Update from Gynaecological Cancer Centre at St James's University Hospital and from the Cancer Units

Mr Buxton confirmed that two further gynaecology oncology surgical appointments have been made at the Centre. The two appointments should be in post by January 2006, totaling six surgeons at the Centre.

Dr Wilkinson informed the group of the problems with gynaecological pathology support at the Centre.

It was noted that colleagues from the Units and some from the Centre were still not receiving the list of patients to be discussed at the Centre MDT.

Action: Ms Gregory and Dr Orton to take forward MDT patient list.

5. Cancer Waiting Times

Mr Melling circulated the latest cancer waiting times data which included 2 week waits, 31 day and 62 day targets for the last quarter of 2004/05 and the first quarter of 2005/06. It was noted that the 31 day and 62 day targets will become live from October 2005 (for those patients referred urgently) and in December 2005 (for those patients who are treated).

Mr Melling confirmed that breaches of target will be the responsibility of the PCT, referring hospital and treating hospital.

6. Gynae Pathways for Service Improvement

Dr Orton confirmed that Ms Gregory had agreed to take over, from Ms Marsden, the role of Service Improvement Lead for the group.

Ms Gregory explained that the Units and the Centre have carried out work on service improvement with the YCN Service Improvement Facilitators. Most Trusts have completed or are in the process of completing gynaecological cancer pathways.

Work has been carried out with Bradford on the gynaecology patient administration pathway, this work will be used as a template for all the other units. Work is ongoing with Airedale on audit tracking of gynaecology patients, audit data was tabled for information.

Ms Gregory informed the group of the pathways work carried out by Leeds on suspicious endometrial cancers and tabled the results.

7. Feedback from Nursing Group

Ms Hancock highlighted that Robyn Wells has been appointed as Gynaecology CNS at Mid Yorkshire and will take up the post on 3rd October.

The group is having regular 6 weekly meetings to take forward work. Ms Hancock outlined the follow-up times audit which the group has carried out for patients who are off treatment and on 4-6 month follow-up.

Ms Hancock explained that the nurses group is looking into nurse led follow-up for patients and asked the group for their thoughts. Mr Tinkler informed the group that the Lung CNS's have completed an agreed protocol for nurse-led follow-up. Ms Jenkins offered to produce a draft paper for the next meeting.

Ms Hancock explained that the YCN surgical patient information leaflets are finalised apart from the exoneration leaflet.

8. Any Other Business

• Liquid Based Cytology (LBC)

Mr Tinkler explained that LBC is being rolled out across the four SHA's in the North. PCT's across West Yorkshire are at different stages of smear taker training; Airedale and Bradford PCT completed training in April, Leeds PCT's have undergone conversion and Calderdale and Huddersfield South PCT will convert in November.

For internal hospital clinics there will be a transition from the current method of taking smears to LBC.

Action: LBC roll-out timetable to be circulated with the minutes.

• Format of January and May Meetings

It was agreed that an audit session would follow the next YCN Gynaecology Meeting. The following audits were proposed for the session; audit of the Management of Ovarian Cancer for 2004-2005 by each MDT, a presentation by Dr Crawford of ovarian cancers coming through the Centre and the CNS Follow-up audit.

An educational event will take place in May 2006.

Action: Mr Melling to circulate audit template with the minutes.

9. Dates for 2006 Meetings

Date	Time	Venue
Friday 13 th January 2006	9.00am	Room 1, YCRN Conference Suite, Cookridge Hospital
Friday 19 th May 2006	9.00am	Room 1, YCRN Conference Suite, Cookridge Hospital
Friday 15 th September 2006	9.00am	Room 1, YCRN Conference Suite, Cookridge Hospital