

Present:

Ms C Parkinson	Airedale NHS Trust
Mrs B Hurst	Bradford Teaching Hospitals NHS Foundation Trust
Mrs P Marsden (Chair)	Calderdale and Huddersfield NHS Foundation Trust
Ms M Webb	Harrogate and District NHS Foundation Trust
Sister K Clawson	Leeds Teaching Hospitals NHS Trust
Ms A Craven	
Ms W Gregory	
Mrs J Toovey	Yorkshire Cancer Network

1. Apologies

Ms C Downes, Mrs L Jackson, Ms C Sheard, Ms R Wells

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2. Action Log from the last meeting

The meeting started ahead of schedule – without the agreed ½ hour, when CNS's meet before each meeting to discuss peer support. It was agreed that each meeting will have this half hour scheduled before the official start of 9.30. None core members of the group will be asked to attend from 10.00am.

3. Matters arising

Minutes of the meetings held 12/6/07 in Harrogate had not been circulated with those of 1/5/07, but after discussion were accepted as a true record.

Pat Marsden apologised for missing the Harrogate meeting.

It was agreed that meetings will be held at SJUH until further notice. Robyn Wells expressed her difficulties in attending these meetings and it was agreed that we will rotate the days to enable optimum attendance.

June Toovey advised us to copy Pauline Atha (YCN) into any forwarded minutes and agenda items

Action: To re-circulate meeting dates to all CNS's, but with SJUH as venue

4. Unit Feedback

Leeds

Keely Clawson highlighted her current staffing crisis and that she will have to close beds over the summer period

Airedale

There was a discussion on FT hysteroscopy/Colposcopy/mri protocol. Claire Parkinson asked how to build this into the information pathway. It was agreed that the patients should always be brought back to clinic to discuss the results.

Harrogate

Marion Webb highlighted that her recent endometrial cancer audit is still under discussion, but the recommended changes, if implemented, will deliver a more streamlined pathway.

Harrogate and Airedale are meeting on the 19th September to discuss their patient pathway and management.

All the YCN CNS's will be attending the Northern Zone Peer Review meeting on the 17th July

5. Core Competencies

To be discussed at next meeting

8. Network Information Leaflets

To be discussed at next meeting

9. 'Linking the cancer nursing vision and action plan into the group workplan'

To be discussed at next meeting

10. Education - Annual Study Day

Everything is on target for the Study Day – 54 delegates, good sponsorship and excellent speakers should make it another good day.

There was a discussion about the meeting in November in Dublin and the Jo's Trust event also in November – Pat hopes to attend the Jo's Trust day, but cannot commit to the Dublin meeting

A short presentation followed by MDTI – the company who manufacture and sell the Femmax dilators – they have donated 3 text books for the study day and the group thanked them for this.

11. Any Other Business

PPM

Pat and Marion are attending for training today 12/7/07 – this should complete all the training and are now receive "live" access.

Thanks to Wendy for organising this.

June added that it is hoped that PPM is going to be rolled out in the units across the network. Calderdale & Huddersfield are to be the first local trust to get PPM in October.

MDT

Everyone agreed that the new arrangements (the units being the first cases discussed) are working very well. The role of the unit CNS at the centre MDT was discussed and how we add the essential components to each case and obviously take any actions forward, this includes patients with recurrent disease and proposed management pathway.

It was agreed that attendance at MDT should be timetabled into our normal working week as a meeting, and that cover arrangements be made for calls during the meeting. With the new MDT set up, changes in a patient's management can be actioned during or after the coffee break.

This led to cross cover working arrangement being discussed. We all have our own "in house" arrangements or are planning in house cover in the future.

Pat has agreed to provide a telephone contact point for Mid Yorks patients in Robyn's absence.

Claire & Pat recently attended the National Forum Study Day held in Leeds, and raised the issue of an audit presentation about the CNS role and the workings of an MDT

Beverley has also read an interesting article about setting up an MDT

June explained how the York ICCP is working and how it has changed practice

This led to a long discussion about "What is specialist about our role", The role of the Commissioners and what they need to know about the service they are buying, based on pathways and quality indicators. June went on to explain how commissioning will work.

Minutes

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It was agreed that meetings will be held at SJUH until further notice. Robyn had expressed her difficulties in attending these meetings and it was agreed that we will rotate the days to enable optimum attendance.

June advised us to copy Pauline Atha (YCN) into any forwarded minutes and agenda items.

Action please circulate meeting dates again to all CNS's, but with SJUH as venue – Alison to book suitable room for these dates

Action: To check that everyone has been trained to use the live version of PPM

Claire will send to Marion, audit lead, who will look at doing something on similar lines as a CNS audit project.

Beverly to send this article to Colinne to circulate with the minutes

Pat to send ICCP document to Colinne for circulation with minutes.

Beverley to forward a copy of the MDT audit presentation to Colinne for circulation with minutes.

Tuesday 18th September 2007 9:30 am
Ward 28, St James's Hospital

Thursday 15th November 2007 9:30 am
St. James's University Hospital