

**Actions of the meeting held on
Tuesday 31 March 2009, 09:30**

Yorkshire Cancer Network

Level 3 Meeting Room, Bexley Wing, St. James's University Hospital

Present:

Mrs B Hurst (Chair)	Bradford Teaching Hospitals NHS Foundation Trust
Mrs P Marsden	Calderdale and Huddersfield NHS Foundation Trust
Mrs M Webb	Harrogate and District NHS Foundation Trust
Sister K Clawson	Leeds Teaching Hospitals NHS Trust
Mrs A Craven	
Mrs C Downes	
Mrs W Gregory	
Miss R Wells	Mid Yorkshire Hospitals NHS Trust
Mrs L Jackson	York Hospitals NHS Foundation Trust
Mrs M Holland	Yorkshire Cancer Network
Mr C Sloane	

Apologies

Mrs C Parkinson, Mrs J Toovey

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
85	The Action Log from the last meeting was agreed as an accurate record.	N/A	N/A
3. Matters arising			
3.1 Vice Chair			
Log No	Action	Lead(s)	Deadline
86	The Group voted on who the Vice Chair should be. B Hurst to contact C Parkinson for her vote and result to be announced at the next meeting.	B Hurst	02.07.2009
4. Information Pathways			
Log No	Action	Lead(s)	Deadline
87	Due to time constraints the Group were unable to discuss the Information Pathways, the Group agreed to a one off meeting to discuss and agree the timed pathways, this has been arranged for Monday 27th April, 8.30-10.30am in Leeds. E Jehan to circulate the date and time to all members of the Group.	E Jehan	13.04.09

5. Patient Experience Survey			
Log No	Action	Lead(s)	Deadline
88	<p>C Sloane explained the survey to the Group and tabled the Follow up, Part C which the Gynaecology Nurses Group have agreed to undertake. Each CNS will hand out a questionnaire each to twenty patients who are in the follow up phase of treatment, a stamped addressed envelope will be included along with a letter of explanation, a letter asking if they would like to be involved in any other aspects of the work and a time line for the CNS's. The survey is expected to start the week commencing 20th April. The Urology and Colorectal Nurses Groups are undertaking Parts A and B respectively.</p> <p>The Group discussed the survey and perceived difficulties, they agreed that any difficulties would be highlighted in the pilot.</p> <p>The Group also agreed that the Survey will stand as a survey for Peer Review, C Sloane advised he is hoping to set up a database to process results from which information could be obtained to provide evidence for the Groups respective services.</p> <p>The Group thanked C Sloane for attending.</p>	N/A	N/A
6. Study Day			
Log No	Action	Lead(s)	Deadline
89	<p>The Study Day is booked for Friday June 5th at the Briar Court Hotel, Huddersfield, so far 55 delegates have registered. P Marsden reported that all speakers, except one had agreed and there is a back up speaker if necessary.</p>	N/A	N/A
7. Gynaecology Nurses Pathway Audit			
Log No	Action	Lead(s)	Deadline
90	<p>M Holland explained the work she and C Parkinson have been doing in relation to follow up and the CNS's have been asked to provide data on the follow up of four patients, one from each tumour site.</p> <p>There is a letter going to all Consultants in the YCN to ask who is doing Gynaecology work, this was thought by the group to be controversial.</p> <p>The Group thanked M Holland for attending the meeting.</p>	N/A	N/A
8. Holistic Assessment			
Log No	Action	Lead(s)	Deadline
91	<p>M Webb reported she has one that is being used in Harrogate and she will send a copy to the members of the Group. Some areas have started to do this and B Hurst advised the Group that it is not expected to do this for all patients, but for the majority. The Group agreed that the biggest problem is ensuring that it follows the patient so it can be seen by others who may be treating the patient.</p> <p>M Webb to send a copy of the Holistic assessment to all members of the Group.</p>	M Webb	17.04.2009

9. MDT Update			
Log No	Action	Lead(s)	Deadline
92	<p>W Gregory presented the results of the MDT audit to the Group, the Group felt that this should be presented at the next NSSG so all MDT members could be made aware of the findings.</p> <p>W Gregory is also looking at evidence to see if the cervical screening age should be lowered, this is part of a review set up by Health Minister, Ann Keen. The Group discussed this as they are all aware of women younger than the screening age presenting with cervical cancer and if a specimen is sent for analysis for a patient under 25 it will not be processed. W Gregory further advised the Group that if they had concerns about a patient to send them to Colposcopy where if the cervix looked suspicious it would be process despite the patients age.</p>	N/A	N/A
10. Target Ovarian Group - Update			
Log No	Action	Lead(s)	Deadline
93	<p>A Craven gave a short account of the day which went well overall, certain aspects would be changed in the future and she will be involved in the day more.</p> <p>There will be feedback from C Parkinson and Target Ovarian will provide feedback at a later date.</p> <p>B Hurst asked if further meetings were going to be organised under the YCN/YGONG banner then the Group should invite Target Ovarian to a Group meeting so all members should be involved, otherwise they should be Target Ovarian Study Days.</p>	N/A	N/A
11. Clinical Supervision - Update			
Log No	Action	Lead(s)	Deadline
94	<p>B Hurst and P Marsden continue to have supervision.</p> <p>M Webb reported on a pilot taking place in Harrogate with a Counsellor and Psychologist and the CNS's and will report back on completion of this in 6-9 months.</p> <p>A Craven reported on the supervision in Leeds which is the CNS's in a group with a Psychologist, there is also an opportunity for supervision.</p> <p>M Webb to feed back in 6-9 months.</p>	M Webb	Ongoing
12. Any Other Business			
Log No	Action	Lead(s)	Deadline
95	<p>M Holland discussed the timed pathways with the Group, looking at whether they are sustainable. The Group agreed that they need to audit the pathways to see how well they are working and each unit needs to look at their own area and audit, possibly work for a junior doctor. M Webb advised the Group that she has some audit work she has already done that may be useful.</p>	N/A	N/A
96	<p>► Ward 92</p> <p>K Clawson reported that there are no problems with the ward, unless the Group had any issues to raise, and it is all working well. The ward is open to 4 medical oncology beds with 5 designated staff, these would be for symptom controll such as paracentesis.</p>	N/A	N/A

12. Any Other Business			
Log No	Action	Lead(s)	Deadline
97	▶ The Group reported that the leaflets are at the printers and will be available soon.	N/A	N/A

Date of Next Meeting(s)

Thursday 2nd July 2009 9:30am
Bradford Royal Infirmary

Monday 12th October 2009 9:30am
TBC [Time Out]