

**Actions of the meeting held on
Monday 10 May 2010, 09:00**

Yorkshire Cancer Network

Calderdale

Present:

Mrs C Parkinson	Airedale NHS Foundation Trust
Mrs A Harwood	Calderdale and Huddersfield NHS Foundation Trust
Mrs P Marsden	
Mrs A Craven (Chair)	Leeds Teaching Hospitals NHS Trust
Miss R Wells	

Apologies

Mrs B Hurst, Mrs L Jackson, Mrs M Webb

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
1	The Action Log from the last meeting was agreed as an accurate record.	N/A	N/A
3. Matters arising			
Log No	Action	Lead(s)	Deadline
2	<p>▶ Patient Information Resources</p> <p>The Group were informed that Ovarian Cancer, Endometrial Cancer, Cervical Cancer, Ward 92 and Institute of Oncology Patient Information leaflets are now in circulation.</p> <p>The Group are meeting on 21st May to write the remaining leaflets.</p>	N/A	N/A
3	<p>▶ Endometrial Audit</p> <p>The data collection for the Network Endometrial Audit is to be completed by the endow June and sent to Philip Melling.</p> <p>The Audit will be presented at the October Educational Event.</p> <p>To present the Audit.</p>	Nurses Group	01/10/2010
4	<p>▶ Lead Nurse Support</p> <p>The Group welcomes Alison Harwood, Lead Cancer Nurse for Calderdale & Huddersfield.</p> <p>There has been agreement at the Lead Nurses Group for the Trust Lead Nurses to support the Site Specific Nurses Groups to form a formal link between the Nurses Groups and the Network.</p> <p>Alison Harwood informed the Group that she is happy to attend meetings and be contacted at any time: alison.harwood@cht.nhs.uk or 01422 222702.</p> <p>As previously agreed the first hour of each meeting will be for YGONG peer support.</p>	N/A	N/A

4. Holistic Assessment			
Log No	Action	Lead(s)	Deadline
5	<p>Leeds are currently using a generic Holistic Assessment tool which in time will be accessible on PPM.</p> <p>Mid Yorkshire are documenting the 5 domains in the patient notes.</p> <p>Airedale are now using a different coloured paper to identify the Holistic Assessment in the patient notes.</p> <p>Calderdale have set up a sub group with the Chemotherapy service to review their assessment pathway.</p>	N/A	N/A
5. Improving links with CNS across the country			
Log No	Action	Lead(s)	Deadline
6	<p>The Group discussed holding an open invitation evening event at Calderdale.</p> <p>To lead on the event.</p>	P Marsden	Ongoing
7	To update the Group at the next meeting.	P Marsden	06/07/2010
6. YGONG Study Day Update			
Log No	Action	Lead(s)	Deadline
8	<p>The Study day is fully booked with 75 delegates.</p> <p>The 2011 event will be the 10th, discussion took place around holding the event at the Pavilions of Harrogate with YCN support.</p> <p>The Group agreed to discuss further at the next meeting</p> <p>To add to the next meeting agenda.</p>	E Jehan	24/05/2010
7. Reoccurrence patient information			
Log No	Action	Lead(s)	Deadline
9	<p>Claire Parkinson informed the Group that whilst doing research for her masters it has become apparent that a) most reoccurrences were found by the patient and not at clinical review and b) patients on long term follow up lacked information on reoccurrence.</p> <p>It was suggested that the Group would develop the research to look into a small card giving patient symptoms of reoccurrence and whom to contact.</p> <p>It was felt this should be taken forward across the Network.</p> <p>To discuss further at the next meeting.</p>	All	06/07/2010
8. Gynaecology Nursing Oncology and Palliative Care Guidelines			
Log No	Action	Lead(s)	Deadline
10	<p>Currently the Group has no link person for Palliative Care.</p> <p>To approach Leeds.</p>	A Craven	Ongoing
11	To add to the next meeting agenda.	E Jehan	24/05/2010

9. Study Day/Projects			
Log No	Action	Lead(s)	Deadline
12	<p>Claire Parkinson, Pat Marsden and Beverly Hurst are attending the Cancer & Sexuality Workshop on 19th May.</p> <p>The Group agreed there are several projects they would like to review.</p> <p>To bring project ideas to the next meeting.</p>	All	06/07/2010
10. Locality Updates			
Log No	Action	Lead(s)	Deadline
13	<p>► Airedale</p> <p>Claire Parkinson is looking into running a Survivorship Group and the possibility of a Macmillan Grant for this.</p> <p>To send information on the New Perspectives course to Claire Parkinson.</p>	A Craven	24/05/2010
14	<p>► Mid Yorkshire</p> <p>The Group congratulated Keely Clawson on her appointment as the new CNS at Mid Yorks, the Trust plan to support her role with 20 hours at band 6 and 8 hours secretarial support.</p> <p>Robyn Wells facilitated the Target Ovarian survivorship course which was attended by 12 ladies and evaluated very well.</p> <p>The Group congratulated Robyn Wells on winning 2 Mid Yorks awards; Patient and User Innovation category and overall winner from 8 categories.</p> <p>► Calderdale</p> <p>Developing a leaflet on the prevention of Lymphodema for patients having Gynaecology/Pelvic surgery/radiotherapy. Patients will also be invited to attend a forum 2/3 times a year.</p> <p>► Leeds</p> <p>Alison Craven is due to complete the Network Psychology level 2 course in June and reported that this has been very informative, mentorship has been positive in gaining new skills and confidence.</p> <p>► Harrogate</p> <p>Marion Webb asked the Group if there is a Key Workser Policy, Leeds' policy is in their SOP.</p> <p>To update the Group at the next meeting.</p>	All	06/07/2010
11. Any Other Business			
Log No	Action	Lead(s)	Deadline
15	<p>The Group were informed that Jo's Trust has changed its name to Jo's Cervical Cancer Trust.</p>	N/A	N/A

Date of Next Meeting(s)

Tuesday 6th July 2010 9:00am
TBC

Tuesday 21st September 2010 2:00pm
Airedale General Hospital [Time Out]

Tuesday 14th December 2010 2:00pm
TBC