

**Actions of the meeting held on
Friday 06 March 2009, 14:00**

Humber and Yorkshire Coast Cancer Network

Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital **Yorkshire Cancer Network**

Present:

Dr C Hall	Harrogate and District NHS Foundation Trust
Dr E Harris	
Dr C Carter	Hull and East Yorkshire Hospitals NHS Trust
Dr R Patmore	
Dr D Gilson	Leeds Teaching Hospitals NHS Trust
Dr R Johnson (Chair)	
Ms S Liebersbach	
Ms A McHugh	
Dr E Thomas	
Mr P Moreton	Mid Yorkshire Hospitals NHS Trust
Dr D Wright	
Dr A Edwards	Wheatfields Hospice
Miss L Carroll	Yorkshire Cancer Network
Mr G Hughes	
Mr J Goulding	Yorkshire Cancer Research Network

Apologies

Dr L Bond, Dr D Bowen, Dr G Bynoe, Dr G Cook, Mr S Duffy, Mr P Melling, Dr L Newton, Ms H Rossington, Mr D Thomson, Mr B Tinkler, Mrs L Wood

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
58	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
59	Dr Cook was elected and has agreed to become Vice Chair of the group. To update the membership.	L Carroll	13/03/2009
3.2 Calderdale and Huddersfield			
Log No	Action	Lead(s)	Deadline
60	Dr Johnson gave an update on the progress that has been made within Calderdale & Huddersfield NHS Trust. Interviews are currently taking place to appoint two new consultants. To keep members updated on any further developments.	R Johnson	Ongoing

4. YCN Chemotherapy Gateway Group - update			
Log No	Action	Lead(s)	Deadline
61	<p>The Chemotherapy Regimens for the five main tumour sites (including Haematology) are being reviewed and updated. Mr Thomson would like nominated Leads to look at the specific disease areas prior to wider circulation.</p> <p>Members agreed these Leads should be the same colleagues who are reviewing the guidelines.</p> <p>Mr Johnson to provide Mr Thomson with a list of the named leads.</p>	R Johnson	13/03/2009
62	To invite Mr Thomson to the next meeting.	L Carroll	12/06/2009
5. Regional Guidelines			
Log No	Action	Lead(s)	Deadline
63	<p>Dr Johnson reported that the review and update of the Haematological guidelines was almost complete.</p> <p>A group discussion followed on the most appropriate approach to the consultation and ratification of these revised guidelines.</p> <p>It was agreed that they should be made available on the Network website immediately, however made clear which sections have been reviewed and require formal sign-off. It was also suggested that a box could be added for members to send their comments.</p> <p>The group agreed that guidelines should remain a standing agenda item and that the ratification of amended sections should take place at the NSSG meetings.</p> <p>It was felt that a review of the whole guidelines should take place every 2/3 years.</p> <p>Dr Johnson reported that there is now a licence for FCR in first line CLL. This is to be looked at by NICE and if approved it is anticipated will be signed off by August 2009. The CLL guidelines will be updated following this.</p> <p>Dr Johnson to send Miss Carroll the guidelines for uploading onto the website.</p>	R Johnson/L Carroll	13/03/2009

6. Supportive and Palliative Care Guidelines			
Log No	Action	Lead(s)	Deadline
64	<p>Dr Edwards gave an overview of the 10 priority areas identified from the Supportive and Palliative Care Guidance. These are;</p> <p>PRIORITY 1 – Co-ordination of Care Chapter (Key Worker)</p> <p>PRIORITY 2 - Co-ordination of Care Chapter (Holistic assessment of patient Supportive & Palliative Care needs)</p> <p>PRIORITY 3 - Co-ordination of Care Chapter (Advanced Communication Skills Training)</p> <p>PRIORITY 4 – Face-to-Face Communication Chapter (Patient Information)</p> <p>PRIORITY 5 – Specialist Palliative Care Services Chapter</p> <p>PRIORITY 6 – Psychological Services Chapter</p> <p>PRIORITY 7 – User Involvement Chapter</p> <p>PRIORITY 8 – Rehabilitation Services Chapter</p> <p>PRIORITY 9 – Generalist Palliative Care Services Chapter (Advanced care planning)</p> <p>PRIORITY 10 – Generalist Palliative Care Services Chapter (Bereavement Services)</p> <p>By December 2008, networks will be expected to achieve the required compliance.</p> <p>A group discussion followed. It was felt that in practice the access of occupational therapy, physiotherapy and psychological support (in some areas) in a timely manner could be improved.</p> <p>Clarification on the Lead person at each Trust for bereavement support was required.</p> <p>Dr Johnson noted that a Supportive and Palliative Care Steering Group has been established to take forward the implantation of this guidance. The Lead for this work is usually the Lead Cancer Nurse, however Ms Toovey has asked if the locality groups can confirm who is the lead(s) for their locality.</p> <p>Dr Edwards to feed back the groups comments to MS Toovey.</p>	A Edwards	13/03/2009
65	To circulate the email from Ms Toovey requesting confirmation from locality groups as to who their lead is for the implementation of the Supportive and Palliative care Guidance.	L Carroll	13/03/2009
7. Audit Group			
Log No	Action	Lead(s)	Deadline
66	<p>It is anticipated the next Audit meeting will take place in a couple of months.</p> <p>To circulate the Audit meeting date when confirmed.</p>	R Patmore	Review 12/06/2009

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8. User Involvement			
Log No	Action	Lead(s)	Deadline
67	<p>Dr Johnson reported that there is a couple of people who may be interested in becoming YCN Service User representative on the Haematology NSSG and will Mr Sloane will contact them.</p> <p>The YCN User Partnership Group are holding an Away Day on Tuesday 17th March 2009 at St. Gemma's Hospice, Leeds</p> <p>To keep service users informed of the meeting dates and circulate details of the away day with the action log.</p>	L Carroll	13/03/2009
9. Nursing			
Log No	Action	Lead(s)	Deadline
68	<p>The Safer Eating guidelines have been published and are ready for collection from the YCN offices.</p> <p>The Patient Information Pathways are now complete and link appropriately with the clinical pathways. The patient information pathways will be available on the YCN in April 2009.</p> <p>The YCN Skin Tunnelled Catheter leaflet has been agreed and is currently with medical illustrations.</p> <p>To keep members updated on the work of the nurses group.</p>	M McHugh	Ongoing
10. Network Pathway Development			
10.1 follow up models			
Log No	Action	Lead(s)	Deadline
69	<p>The Follow-up questionnaire was tabled. Mr Hughes proposed that they include the anticipated benefits of peoples future models. It was felt that a questionnaire per disease type should be completed.</p> <p>Members agreed it should be sent to the MDT Leads for completion.</p> <p>Ms Millett to make amendments to questionnaire and sent to MDT Leads for completion.</p>	G Hughes	Update 12/06/2009
11. Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
70	<p>Mr Hughes ensured members had received the latest Cancer Waiting Times paper noting that future data will be unadjusted. The new target is to be confirmed.</p> <p>To keep members updated ion CWT.</p>	P Melling	12/06/2009
12. Haematology Research Update			
12.1 Accrual update from YCRN and HYCCRN			
Log No	Action	Lead(s)	Deadline
71	<p>Mr Goulding gave an overview of the haematology clinical trials portfolio performance report.</p>	N/A	N/A

12. Haematology Research Update			
12.3 Trials with excess treatment costs - responses from SCG			
Log No	Action	Lead(s)	Deadline
72	Dr Johnson reminded colleagues of their previous discussions on the recommended commissioning policy for BMT for adults and children. This paper was taken to the Specialist Commissioning Group on 16th January 2009.	N/A	N/A
13. Any Other Business			
13.1 Transfer of Support to HYCCN / future venue			
Log No	Action	Lead(s)	Deadline
73	It was reported that the support of the Network Haematology Group will be handed over to the HYCCN prior to the next meeting. It is hoped that future meetings can take place via video link (between Leeds and Hull). HYCCN and YCN offices to liaise regarding the handover.	H Mitchel & L Carroll	12/06/2009

Date of Next Meeting(s)

Friday 27th March 2009 12:00pm
Pavilions of Harrogate, Great Yorkshire Showground, Harrogate [Educational Event]

Friday 12th June 2009 2:00pm
TBC

Friday 4th September 2009 2:00pm
Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Friday 4th December 2009 2:00pm
TBC