

Present:

Ms H Johnson	Bradford Teaching Hospitals NHS Foundation Trust
Mr A Pattinson	Calderdale and Huddersfield NHS Foundation Trust
Ms K Beadle	Hull and East Yorkshire Hospitals NHS Trust
Ms J Bielby	Humber & Yorkshire Coast Cancer Network
Ms A Chatten	Leeds Teaching Hospitals NHS Trust
Ms K Midgley	
Mrs G Stewart	
Ms H Greenwood (Chair)	Mid Yorkshire Hospitals NHS Trust
Miss L Carroll	Yorkshire Cancer Network
Mrs J Toovey	

1. Apologies

Ms D Barker, Miss R Copland, Ms V Dixon, Ms S Fraser, Ms K Haggitt, Mrs J Lawn, Ms S Liebersbach, Ms L McGuire, Ms A McHugh, Ms N Walden, Ms L Ward, Mrs L Wood

3.1. Safer Eating Guidelines Audit			
Log No	Action	Lead(s)	Deadline
19	Ms Midgley provided each unit with ten Safer Eating Guidelines Audit papers. To complete the audit papers and return to Kirsten Midgley by Friday 10th August 2007.	All	10/08/2007
20	A group discussion took place regarding which group of patients and at what point of the pathway patients should be provided with the Safer Eating Guidelines leaflet. June Toovey informed the group that this was raised at the recent YCN Lung Cancer Nurses meeting as it was felt this information was not appropriate for lung cancer patients. June Toovey agreed to discuss this further with Simon Bolton, Lung Cancer Nurses Group Chair and clarify at what point in the pathway/and by whom lung cancer patients have been receiving this information.	J Toovey	20/07/2007
21	June Toovey to circulate a copy of the Safer Eating leaflet to the YCN Chemotherapy Development Group for their feedback on what point of the patient pathway the leaflet should be provided.	J Toovey	07/08/2007
3.2. Terms of Reference			
Log No	Action	Lead(s)	Deadline
22	These were agreed as the final revised document. To upload the final Terms of Reference onto the YCN website.	L Carroll	13/07/2007
4. Work Programme			
Log No	Action	Lead(s)	Deadline
23	Further discussions regarding how HYCCN can be best represented on the Nursing group must take place. Julie Bielby to hold discussions with the appropriate representatives from the HYCCN and feedback at the next meeting.	J Bielby	11/09/2007

4. Work Programme			
Log No	Action	Lead(s)	Deadline
24	<p>Educational Event</p> <p>Lucy Carroll explained that the YCN support team has the capacity to hold one educational event per tumour site per year. Helen Greenwood to discuss with Russell Patmore, Chair HYCCN and YCN Haematology Group the possibility of holding a Haematology Educational Event in 2008.</p>	H Greenwood	Review 11/09/2007
25	<p>Service Planning</p> <p>Members highlighted the importance they are kept informed of developments at the NOW.</p> <p>To have 'NOW update' as a standing agenda item.</p>	G Stewart	11/09/2007
26	<p>Members proposed they feed into/take forward work on producing timed referral pathways.</p> <p>To include as part of the Work Programme for 2007 - 2008.</p>	L Carroll	13/09/2007
27	<p>Members agreed it would be beneficial if they could produce a generic patient information satisfaction survey that can be used in all localities across both Networks.</p> <p>To bring your locality patient satisfaction questionnaires/surveys to the next meeting</p>	All	11/09/2007
28	<p>To invite either the research nurses from Leeds or Nadia Thornton, YCRN to the next meeting to provide a trials update.</p>	G Stewart and H Greenwood	11/09/2007
29	<p>To make the agreed amendments to the Work Programme and circulate to the group for comments.</p>	L Carroll	13/07/2007
5. Patient Information Pathways			
Log No	Action	Lead(s)	Deadline
30	<p>Gill Stewart, Helen Johnson, Alison Chatten and Lesley Wood to meet on Thursday 19th July 2007 to amend the draft HYCCN and YCN Patient information pathways and send to Lucy Carroll for circulation to the group</p>	G Stewart, H Johnson, A Chatten and Lesley Wood	19/07/2007
31	<p>June Toovey informed the group that the YCN User Partnership Information sub-group is taking forward work on producing generic patient information pathways which will include supportive care. June Toovey to ensure the two groups are kept informed of the patient information work streams.</p>	J Toovey	Ongoing
6. Patient Information Leaflets - feedback			
Log No	Action	Lead(s)	Deadline
32	<p>The feedback reports from the YCN Editorial Panel on the following patient information leaflets were tabled;</p> <p>Bone Marrow Aspiration and Biopsy Information about your Skin Tunelled Catheter The Haematology Clinic</p> <p>Members split into groups and agreed amendments that needed to be made.</p> <p>To update the Bone marrow Aspiration & Biopsy leaflet.</p>	L Carroll	13/07/2007

Date of Next Meeting(s)

Tuesday 11th September 2007 10:00 am
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital

Wednesday 7th November 2007 10:00 am
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital