

**Actions of the meeting held on
Tuesday 15 July 2008, 10:00**

Humber and Yorkshire Coast Cancer Network

Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital

Yorkshire Cancer Network

Present:

Mrs L Wood	Harrogate and District NHS Foundation Trust
Mrs K Beadle	Hull and East Yorkshire Hospitals NHS Trust
Ms A Chatten	Leeds Teaching Hospitals NHS Trust
Ms S Liebersbach	
Ms A McHugh (Chair)	
Ms D Barker	Mid Yorkshire Hospitals NHS Trust
Ms L McGuire	
Mrs J Lawn	South Tees Hospitals NHS Trust
Miss L Carroll	Yorkshire Cancer Network
Mrs J Toovey	

Apologies

Miss R Copland, Mr J Cromack, Ms S Fraser, Ms H Greenwood, Ms H Johnson, Ms K Midgley, Ms N Montague, Mr A Pattinson, Ms D Savage, Mrs G Stewart, Ms L Ward, Ms J Watson

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
11	The Action Log from the last meeting was agreed as an accurate record.	N/A	N/A
4. Patient Information Leaflets - feedback			
Log No	Action	Lead(s)	Deadline
12	<p>Safer Eating Guidelines</p> <p>The Network budget team have agreed to fund the first print of the Safer Eating Guidelines. These are now with Medical Illustrations and will be delivered to the Network Office.</p> <p>A nominated Haematology nurse willing to distribute the booklets must be identified for each Trust. The quantity for each trust must also be decided.</p> <p>To decide who will distribute the booklets and decide numbers for each trust.</p>	All	10/09/2008
13	<p>Information About Your skin Tunnelled Catheter</p> <p>Dr Gilson (User Involvement and Patient Information Lead) and Dr Patmore (Chair of the NSSG) have formally signed this information off. The YCN Budget team asked if this booklet could be circulated to the YCN Chemotherapy Development Group for comments.</p> <p>Members felt this information should also be circulated to the HYCCN Chemotherapy Development Nurses.</p> <p>Lesley Wood agreed to lead on this work and will incorporate the comments received.</p> <p>Members felt it would be beneficial if they could apply to the YCN budget team to request funding for the first print run. The booklets will also be made available in an electronic format and uploaded onto the YCN website.</p> <p>To circulate the Information About Your skin Tunnelled Catheter leaflet to the HYCCN Chemotherapy Nurses Group for comments.</p>	L Carroll	08/08/2008

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4. Patient Information Leaflets - feedback			
Log No	Action	Lead(s)	Deadline
14	To incorporate the comments and send to Lucy Carroll/YCN Budget Team.	L Wood	15/08/2008
15	June Toovey to contact Pam Ramaswamy to see if the Macmillan money can be used to fund the printing of joint Haematology Nurses leaflets. June Toovey also agreed to speak to Julie Bielby about the production/process of cross network leaflets.	J Toovey	Ongoing
16	Bone Marrow The draft YCN Bone Marrow Leaflet was not formally approved by Dr Gilson as she felt that further work was required and questioned if the national Cancerbackup leaflet could be used instead. Following a group discussion members agreed that they should use the national document. To use the national document for Bone Marrow Aspiration and Biopsy.	All	Ongoing
6. Patient information pathways implementation			
Log No	Action	Lead(s)	Deadline
17	The group held a facilitated workshop to discuss how the patient information pathways will be implemented. Vicky Hargreaves agreed to send Lucy Carroll the Action Plan for circulation to the group.	V Hargreaves/L Carroll	Review 10/09/2008
7. HYCCN and YCN Work Programme			
Log No	Action	Lead(s)	Deadline
18	To send Mandy McHugh the HYCCN and YCN Haematology Nurses Work Programme for updating. It was suggested they include undertaking work on producing a criteria for Nurse Led follow-up.	M McHugh	Review 10/09/2008
8. Educational Event			
Log No	Action	Lead(s)	Deadline
19	Members were asked to help promote the educational event taking place on Friday 10th October 2008 as registration to date had been slow.	All	Ongoing

Date of Next Meeting(s)

Wednesday 10th September 2008 10:00 am
St Gemma's Hospice

Friday 10th October 2008 9:00 am
Pavilions of Harrogate, Great Yorkshire Showground, Harrogate [Educational Event]

Wednesday 19th November 2008 10:00 am
TBC