

Actions of the meeting held on
Thursday 17 June 2010, 13:30

Yorkshire Cancer Network

Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Present:

Mrs S Cost	Bradford Teaching Hospitals NHS Foundation Trust
Dr E Loney (Chair)	
Mrs L McCaul	
Mrs C Salt	
Mr D Sutton	
Ms M Beaumont	Calderdale and Huddersfield NHS Foundation Trust
Ms M Fitzgerald	Leeds Teaching Hospitals NHS Trust
Ms A Healey	
Ms H Chadwick	Mid Yorkshire Hospitals NHS Trust
Mrs I Cliffe	NHS Bradford & Airedale
Mrs S Fisher	University of Leeds
Ms R Ratcliffe	York Hospitals NHS Foundation Trust
Mr P Whitfield	
Mrs A Millett	Yorkshire Cancer Network

Apologies

Dr C Coyle, Dr K Dyker, Miss J Hoole

1. Welcome & apologies			
Log No	Action	Lead(s)	Deadline
1	Elizabeth Loney welcomed members to the meeting and around the table introductions were made. Clair Irving is to add Mary Fitzgerald as a joint Service Improvement Lead for Leeds along with Marie Mahoney.	C Irving	ASAP
2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
2	The action log from the last meeting was agreed to be a true record.	N/A	N/A
4. Patient Specific Questionnaire presentation			
Log No	Action	Lead(s)	Deadline
3	Sheila Fisher presented her findings on the Patient Specific Questionnaire and answered questions from the group. Clair Irving is to circulate the presentation with the action log.	C Irving	01/07/2010
5. Nurse led follow-up clinic - presentation			
Log No	Action	Lead(s)	Deadline
4	Ann Healey presented information on the successful development of a Nurse Led Dressing and Oncology Follow-up Clinic based in Leeds and answered questions from the group. Clair Irving is to circulate the presentation and poster with the action log.	C Irving	01/07/2010

6. Clinical pathway/gap analysis - update			
Log No	Action	Lead(s)	Deadline
5	<p>Angela Millett informed the group that the YCN Head and Neck pathway is ready to be uploaded to the YCN web as no further comments have been received.</p> <p>To upload version two of the pathway to the web.</p>	C Irving	ASAP
6	<p>Angela Millett explained that information about the gaps in head and neck service delivery is being collated from each Trust. The Trusts have been asked to indicate how the gaps will be addressed. The gap analysis will be discussed again at the July/August Commissioners' meeting.</p> <p>To update the group on any progress.</p>	A Millett	21/10/2010
7. Patient information pathway - update			
Log No	Action	Lead(s)	Deadline
7	<p>Lorna McCaul informed the group that the Restorative Dentists are looking at a range of leaflets to see if they need adding to the information pathway.</p> <p>To keep the group updated on the progress of this work.</p>	L McCaul	21/10/2010
8. Rehabilitation and Supportive pathways - update			
Log No	Action	Lead(s)	Deadline
8	<p>Michelle Beaumont informed the group that the Nursing, Dietetic and SALT pathways have been to the MDT Leads for comment. Since no further comments have been received these pathways are now ready to be signed off.</p> <p>The Physio and OT pathways still need developing.</p> <p>To be officially signed off by the NSSG and to be added in the clinical guidelines.</p>	NSSG	17/06/2010
9. Bradford pre-assessment audit			
Log No	Action	Lead(s)	Deadline
9	<p>Caroline Salt updated the group on the progress made in the audit. There was discussion around where the proforma should be stored either patient notes or the patient diary. The group queried whether PPM would be an electronic solution to collecting this information.</p> <p>Caroline Salt is to look at an electronic proforma on the Lorenzo system and is to update the group at the next meeting.</p>	C Salt	21/10/2010
10	<p>Rosie Ratcliffe advised the group that York have developed a patient checklist and agreed to share this with the group.</p> <p>Rosie Ratcliffe to send this form to be circulated with the action log.</p>	R Radcliffe	01/07/2010

10. Any Other Business			
Log No	Action	Lead(s)	Deadline
11	<p>► Winning Principles</p> <p>Elizabeth Loney discussed the four winning principles about transforming inpatient care from the NHS Improvement website www.improvement.nhs.uk/cancer/inpatients.</p> <p>The group were encouraged to be pro active, thinking about how to move forwards with these principles. Elizabeth Loney asked the group to share ideas of current and potential areas of good practice.</p> <p>The YCN Management Board have encouraged Trusts to look at improving patient pathways using above principles and other initiatives from the Cancer Reform Strategy.</p> <p>Clair Irving to circulate the YCN Work Programme with the action log for information on current YCN initiatives.</p>	C Irving	01/07/2010
12	All to send any areas of good practice/ideas to Elizabeth Loney for discussion at the next meeting.	All	21/10/2010
13	<p>► Research Infrastructure</p> <p>Sheila Fisher informed the group of the current multidisciplinary cancer initiative research project and encouraged NSSG members to participate.</p>	N/A	N/A

Date of Next Meeting(s)

Thursday 21st October 2010 1:30pm
Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital