

Actions of the meeting held on
Tuesday 04 December 2007, 13:30

Yorkshire Cancer Network

YCRN Conference Room 2, Ida Nurses Home, Cookridge Hospital

Present:

Ms M Beaumont	Calderdale and Huddersfield NHS Foundation Trust
Ms G Jolly	
Ms P Adam	Leeds Teaching Hospitals NHS Trust
Ms T Feber	
Ms K Stocks	
Ms K Stromberg	
Ms N Corfield	Mid Yorkshire Hospitals NHS Trust
Ms B Davis (Chair)	York Hospitals NHS Foundation Trust
Ms P Henshaw	
Mrs J Toovey	Yorkshire Cancer Network

Apologies

Ms S Cameron, Ms I Cliffe, Ms L Copeland, Ms S Cost, Ms J Denham, Dr A Dew, Ms C Farrell, Ms V Hansen, Ms J Hoole, Ms J Norton

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
33	Agreed as a true record.		N/A
4. Peer Review Report			
Log No	Action	Lead(s)	Deadline
34	This was not available at the meeting. To be put on the agenda for the next meeting.	G Thomson	Next Meeting
5.1. Rehabilitation Measures			
Log No	Action	Lead(s)	Deadline
35	<p>► Draft Rehabilitation Measures for the Manual for Cancer Services</p> <p>Consultation closes on 11th January 2008. June Toovey attended a meeting on 30th November 2007 with some network AHP members and gave an update. The generic rehabilitation measures are the first of a series of Peer Review measures for supportive and palliative care. The group were encouraged to contribute to this consultation exercise in order to influence future service provision bearing in mind the following:</p> <p>a) It is expected that NSSG's will incorporate further site specific rehabilitation measures and we will ultimately be reviewed against these.</p> <p>b) As with NICE IOG, the manual is intended to inform planning, commissioning, organising and providing cancer services to identify gaps in provision; as well as check the appropriateness and quality of existing services.</p> <p>c) June Toovey informed the group the future of commissioners. The Network Board have reformed and had their first meeting in November. Membership on the board includes PCT Commissioners.</p>		N/A

5.2. User Involvement, Patient Information, Service Improvement			
Log No	Action	Lead(s)	Deadline
36	<p>► User Involvement</p> <p>The YCN Head & Neck Educational Event was held on 30th November 2007 which focused on rehabilitation. At the event, Trish Feber introduced 3 patients and one carer who talked about their experiences through the head and neck pathway- their experiences highlighted the gaps in support after treatment and how much impact this had on their recovery. One patient and his wife (Moirá and Rod Daley) are keen to be part of the NSSG (they are already part of the YCN User Partnership Group). The Chair of the NSSG following has invited them to the NSSG meetings. Trish Feber will talk with them about the head and neck specialist group and the NSSG re: their preference to attend either or both. Role descriptions are being developed through the YCN User Partnership Group.</p>	T Feber	Next Meeting
37	<p>► Patient Experience</p> <p>Pat Henshaw mentioned the value of patient experience and asked how they will be used in future to inform future service provision. June Toovey informed the group about plans for patient experience to have greater influence on cancer services via national patient surveys. The Cancer Reform Strategy has recently been released: http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_081006 The New NHS Cancer Patient Experience Programme is discussed (see point 5.73).</p> <p>Mike Richards also mentions future development plans for specific cancers. The one in relation to head and neck cancer is attached.</p>		N/A
38	<p>► Patient Information</p> <p>Following the patient information pathway event, June Toovey emphasised the need to move this forward. A Generic Patient Information pathway has been developed and it is expected that a draft will be available by the end of December. There is a template to populate a head and neck pathway. It has been agreed that this could be finalised by March 2008. This work will be relevant for future 'patient information prescriptions'.</p> <p>Trish Feber informed the group that there was a national information pathway on the BAHNON website: http://www.bahnon.org.uk/Patient%20information%20path.htm</p> <p>To discuss at next meeting with Sarah Cost.</p>	S Cost	Next Meeting
39	<p>June Toovey informed the group that Nazeem Mungur (web content manager) will be starting in post in January 2008. this role will be to populate a patient information website and make links to national information.</p>		N/A
40	<p>► Service Improvement</p> <p>Julie Hoole has planned a network service improvement meeting for the 18th December.</p>	J Hoole	18/12/2007
6.1. Group Objectives for the Next Year / Work Plan			
Log No	Action	Lead(s)	Deadline
41	<p>To discuss following release of Peer Review Report and future attendance of network dietitians starting from the next meeting.</p>		Next Meeting

7.1. Dietetics			
Log No	Action	Lead(s)	Deadline
42	No representative was present at the meeting.		N/A
7.2. SALT			
Log No	Action	Lead(s)	Deadline
43	<p>► FIGS Scale</p> <p>Gill Jolly asked other SALT members if they used the FIGS scale (Functional Intraoral Glasgow Scale). Karen Stromberg suggested to compare this with other national scales available and the group agreed to consider purpose (i.e. audit) and implementation of a scale. Nina Corfield suggested this work become part of next years work plan (see action 41). Trish Feber informed the group that they used to use a scale in out patients, this was managed by the clinic nurses and worked well but ceased to be used.</p> <p>Trish Feber agreed to bring the scale to the next meeting.</p>	T Feber	Next Meeting
44	<p>► Audit</p> <p>Reflux in head and neck cancer- Nina Corfield continues this work.</p> <p>N Corfield to report her findings at a future meeting.</p>	N Corfield	Review at Next Meeting
45	<p>► Project</p> <p>'Use it or Lose it'- Paula Adam has completed her initial work to explore whether swallowing exercises for patients who are nil by mouth can be effective. It has been submitted for marking as part of her study.</p> <p>Paula Adam to discuss her findings at the next meeting.</p>	P Adam	Next Meeting
46	<p>► Booklet</p> <p>'Swallowing Difficulties during Radiotherapy' – Paula Adam informed the group that this patient information was now available but hadn't yet been incorporated into the blue folders. It is intended that this information be discussed with patients around the time they started treatment.</p> <p>Paula Adam to bring copies to the next meeting.</p>	P Adam	Next Meeting
7.3. CNS Feedback			
Log No	Action	Lead(s)	Deadline
47	<p>► Tracheostomy UK</p> <p>Helen Chadwick informed the group about a national multi-professional membership group based in Cambridge (Addenbrookes Hospital), founded by Claudia Russell (Consultant Tracheostomy Nurse). They run yearly conferences (most recently attended by Helen Chadwick on 18th October 'Risky Business'). They have also developed a website: tracheostomy-uk.com and are working closely with the NPSA to develop national tracheostomy competencies which have been under consultation and due to be finalised soon. Information about membership of this group can be obtained through visiting the website</p>		N/A

7.3. CNS Feedback			
Log No	Action	Lead(s)	Deadline
48	<p>► Cookridge Move</p> <p>Karen Stocks, Macmillan Therapy Radiographer, informed the group that the new department at St James's will be called the 'Bexley Wing' and the first patient moves will commence on 18th December. First radiotherapy treatments will commence 14th January 2008.</p>		N/A
8. Supportive Care Pathway Development			
Log No	Action	Lead(s)	Deadline
49	<p>June Toovey informed the group that there were now plans to develop a generic supportive care pathway and a meeting was being held on Thursday 6th December, involving 10 members (including Trish Feber). The objective being to decide 4-5 improvements, which would make a difference to a patient's pathway.</p> <p>June Toovey to share the pathway when available.</p>	J Toovey	January 2008
9. Pre-treatment Assessment Clinic Checklist			
Log No	Action	Lead(s)	Deadline
50	To be discussed at the next meeting.	G Thomson	Next Meeting
10. Access to equipment			
Log No	Action	Lead(s)	Deadline
51	To be discussed at the next meeting.	G Thomson	Next Meeting
12. Dates for 2008 meetings			
Log No	Action	Lead(s)	Deadline
52	Becky Davis to discuss dates and venues with Georgina Thomson and report back to the group in the New Year.	B Davis/G Thomson	01/01/2008

Date of Next Meeting

To be scheduled