

Actions of the meeting held on  
Tuesday 16 December 2008, 13:30

Yorkshire Cancer Network

Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

**Present:**

Ms S Cost	Bradford Teaching Hospitals NHS Foundation Trust
Mrs L Taylor	
Ms M Beaumont	Calderdale and Huddersfield NHS Foundation Trust
Ms P Adam (Chair)	Leeds Teaching Hospitals NHS Trust
Ms S Cameron	
Mrs M Mahony	
Ms H Chadwick	Mid Yorkshire Hospitals NHS Trust
Ms N Corfield	
Dr A Dew	
Mrs B Machin	York Hospitals NHS Foundation Trust
Mrs D Wardle	
Mrs J Toovey	Yorkshire Cancer Network

**Apologies**

Mrs I Cliffe, Ms C Farrell, Ms V Hansen, Ms P Henshaw, Ms J Hoole, Mrs R Wallace

<b>2. Action Log from the last meeting</b>			
Log No	Action	Lead(s)	Deadline
31	Was agreed as being an accurate record.  To circulate Paula Adam's essay, YCN Head and Neck Specialist Group Work Programme 2008-11 and Terms of Reference to the group.	H Ryan	February 2009
<b>3. Membership List</b>			
Log No	Action	Lead(s)	Deadline
32	Mobile numbers needed for all members if possible.	All	On-going
<b>4. Patient Information Pathway Update</b>			
Log No	Action	Lead(s)	Deadline
33	Refer to item 5.	n/a	n/a

<b>5. Head &amp; Neck Supportive and Rehabilitation Pathway - Initial Discussion</b>			
Log No	Action	Lead(s)	Deadline
<b>34</b>	<p>Discussed how to take this forward weather to do together or in AHP group.</p> <p>June Toovey discussed pathway in relation to commissioners. Needs to include all services to rehab the patient. Highlight specific elements on the pathway i.e. pre-treatment, during and follow-up, holistic assessments throughout pathway.</p> <p>Needs to show what would deliver quality patient care.</p> <p>Will be national days/ workshops for national rehab pathways in January - March.</p> <p>Deadline not specific</p> <p>To identify date a in February/ March 2009 for a time-out day to work on producing both the patient information pathway (in the morning) and supportive and rehabilitation pathway (in the afternoon).</p> <p>(Post meeting note: Time-out day arranged for Friday 13th March)</p>	P Adam/ H Ryan	January 2009
<b>35</b>	To present at the YCN Management Board once finalised.	S Cost	Review Next Meeting (05/05/2009)
<b>36</b>	To circulate Aintree Pathway to the group.	H Ryan	February 2009
<b>6. Audit Discussion</b>			
Log No	Action	Lead(s)	Deadline
<b>37</b>	<p>Chemoradiotherapy audit brief discussion only.</p> <p>Possible that Kay Redford coming to next NSSG meeting.</p> <p>Re-discuss at later meeting.</p>	All	Review Next Meeting (05/05/2009)
<b>7. AHP Update</b>			
<b>7.1 CNS's</b>			
Log No	Action	Lead(s)	Deadline
<b>38</b>	<p>Interviews on 16th December for a Head and Neck CNS at York.</p> <p>Bradford to apply to Macmillan for another CNS. Bradford wanting to be Head and Neck Centre, looking at funding issues.</p> <p>Croakies launched first newsletter and successful bid from Macmillan £2300.</p> <p>Buddy follow-up day.</p> <p>Alison Coates, new Head and Neck CNS at Leeds.</p> <p>Calderdale and Huddersfield CNS post in to finance for when Macmillan funding finishes.</p> <p>To keep the group updated.</p>	CNS's	On-going

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<b>7. AHP Update</b>			
<b>7.2 Dietetics</b>			
Log No	Action	Lead(s)	Deadline
<b>39</b>	Dietetic audit 2004/05 patients, audit of length of artificial feeding in adult head and neck patients in the YCN and audit of enteral feeding routes in adult head and neck patients in the YCN. 2 posters presented at BAPON.  Staffing issues at Leeds.  To keep the group updated.	Dietitians	On-going
<b>7.3 SALT</b>			
Log No	Action	Lead(s)	Deadline
<b>40</b>	Locum SALT from Leeds leaving at the end of this week.  Paula Adam only doing 3 days Head and Neck.  Reduced VF service and no laryngectomy service.  Ruth Wallace back in York.  Spin off support group for Mid Yorkshire at Dewsbury.  Also got support worker help with electro larynx's, stock control, patient follow-up.  To keep the group updated.	SALT'a	On-going
<b>8. Pre-treatment AHP Clinic at Bradford - Presentation led by Sarah Cost</b>			
Log No	Action	Lead(s)	Deadline
<b>41</b>	Sarah Cost and Lucy Taylor presented to the group the Pre-treatment AHP Clinic at Bradford.	N/A	N/A

**Date of Next Meeting(s)**

Friday 13th March 2009 10:00am  
Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Tuesday 5th May 2009 1:30pm  
Seminar Room 2, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Tuesday 8th September 2009 1:30pm  
Seminar Room 2, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

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