

Actions of the meeting held on
Tuesday 08 September 2009, 13:30

Yorkshire Cancer Network

Seminar Room 2, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Present:

Mrs C Fernyhough	Airedale NHS Trust
Ms S Cost	Bradford Teaching Hospitals NHS Foundation Trust
Ms M Beaumont	Calderdale and Huddersfield NHS Foundation Trust
Ms G Jolly	
Ms L Copeland	Leeds Teaching Hospitals NHS Trust
Mrs M Mahony	
Ms H Chadwick	Mid Yorkshire Hospitals NHS Trust
Ms N Corfield	
Ms C Farrell	
Mrs M Dailey	User Partnership Group
Mr R Dailey	
Mrs B Machin	York Hospitals NHS Foundation Trust
Ms G McCormick	
Mrs D Wardle	
Mrs J Toovey	Yorkshire Cancer Network

Apologies

Ms S Cameron, Dr A Dew, Ms V Hansen, Ms J Hoole

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
11	Agreed as being an accurate record. Paula and Michelle met and have circulated a draft pathway.	N/A	N/A
3. Patient Information Pathway			
Log No	Action	Lead(s)	Deadline
12	Michelle Beaumont to be Patient Information lead Michelle Beaumont to contact Jane Archer	M Beaumont & J Archer	Dec 09
13	June Toovey explained that the pathway will be regularly revised and changed and should have the minimum information that should be offered to patient at each stage. Once the pathway is agreed, local services will need to be able to demonstrate that patients are being offered information at each point in the pathway. The patient pathway itself can be used to monitor this. However, it is the responsibility of services to decide the best way to demonstrate how information is offered to patients. Pathway needs to be changed from 'Breast' to 'Head & Neck' and put appropriate Trust at the top. Other changes to the pathway were discussed and agreed.	All	Dec 09

Head and Neck Specialists Group : Actions of the meeting held on Tuesday 8th September 2009 1:30pm

3. Patient Information Pathway			
Log No	Action	Lead(s)	Deadline
14	Michelle Beaumont requested that lists of local leaflets to be emailed to her before her meeting with Jane Archer.	All	Dec 09
15	Local information leaflets will need to be available in PDF format, so that they can be uploaded in the long term.	All	Dec 09
16	There was particular discussion around dietitian information. Dietition's to dicuss it further among themselves.	C Farrell & B Martin	Dec 09
17	SALT leaflets and SALT exercise needs to be included. Copies to be sent to Jane Archer	N Carfield	Dec 09
5. Training, Recruitment and Retention of Specialist Staff			
Log No	Action	Lead(s)	Deadline
18	There was some discussion about Pat Henshaw's idea of a 'floating SALT'. It was suggested that it might be useful for SALT's to develop a competency pathway so lower bands can work towards developing skills required to work in Head & Neck. It may be difficult to get Trusts across the area to agree on how to fund a 'floating' post.	SLTs	On-going
6. Any Other Business			
Log No	Action	Lead(s)	Deadline
19	York dietition's been in discussion regarding a reduction in service.	N/A	N/A
20	Michelle Beaumont reported that funding for her post is to be taken up by Calderdale & Huddersfield Trust.	N/A	N/A
21	Vanessa Hansen is now in her new post, but is still currently looking after her patients who are on tube feeds. Her job is to be advertised.	N/A	N/A
22	York band 7 CNS post is now being advertised	N/A	N/A
23	Sarah Cost reported that Countrywide have agreed to fund a national study day.	N/A	N/A
24	Lisa Copeland requested the Louise Wen, the new specialist radiographer to be included as an extended member of the group. The group agreed.	N/A	N/A
25	June Toovey reminded everyone that the supportive and palliative care deadline is December 2009.	All	N/A

Date of Next Meeting(s)

Tuesday 8th December 2009 1:30pm

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