

Actions of the meeting held on
Tuesday 08 December 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 (Chair)	Calderdale and Huddersfield NHS Foundation Trust
Ms M Fitzgerald	Leeds Teaching Hospitals NHS Trust
Mrs M Mahony	
Dr A Dew	Mid Yorkshire Hospitals NHS Trust
Mrs I Cliffe	NHS Bradford & Airedale
Mrs M Dailey	User Partnership Group
Mr R Dailey	

Apologies

Ms G Jolly, Mrs B Machin, Ms G McCormick, Mrs L Taylor, Mrs J Toovey, Mrs D Wardle

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
26	<p>The group were informed that Michelle Beaumont will no longer be information lead due to becoming chair of the group.</p> <p>Barbara Mackin is to become Vice Chair, pending management agreement.</p> <p>Isla Cliffe is to become Information Lead, in the short term.</p>	N/A	N/A
4. Patient Information Pathway			
Log No	Action	Lead(s)	Deadline
27	<p>The Information pathways have been completed, there are two, one for general Head and Neck and one for Laryngectomy patients, they can be added too and developed at any point.</p> <p>SALT leaflets were passed around the group however these are still in development. It was noted that patients are sometimes unaware of the information that is given to them. Checklists may help to monitor this. YCN can assist with development of leaflets.</p> <p>The group were informed that patient diaries in Bradford include a letter to explain waiting times for appointments.</p> <p>To keep the group updated on progress.</p>	I Cliffe	Ongoing
5. Supportive and Rehabilitation Pathway			
Log No	Action	Lead(s)	Deadline
28	<p>The group looked at the National Cancer Action Team document, for Head and Neck cancer and agreed to use as a format for the pathway.</p> <p>Michelle Beaumont agreed to re- look and send around an email to take forward by the end of January 2010.</p>	M Beaumont	31/01/2010

7. Any Other Business			
Log No	Action	Lead(s)	Deadline
29	<ul style="list-style-type: none"> • The group had a discussion around which Q of L questionnaires are used. The most common are Washington Q of L tool. • Yorkshire Ambulance documentation has been sent out plus a second draft to register Laryngectomy/Tracheotomy patients with them. • CNS referral process - Leeds CNS see all patients that go through the MDT for e.g. patients with pleomorphic, parotid gland disease; except thyroid disease. • Network site specific meeting - the issue of lack of SALT provision in Leeds. Sarah Cost has drafted a letter (on behalf of the NSSG) to Sean Duffy, Clinical Director of the YCN, on behalf of the group. Dietetic cover will also be down in numbers across the Network. • No SALT training programme to develop therapists into head and neck work. If they do not have supervision they are reluctant to go into this high risk work. This is to be discussed at the NSSG. <p>To update the group after the NSSG at the next meeting.</p>	M Beaumont	16/03/2010
30	<ul style="list-style-type: none"> • Leeds are currently advertising a band 8 and band 6+7 Macmillan posts. Interviews will be held in January - SALT. • Calderdale and Huddersfield are to interview for a band 5 Support Nurse in the near future. • A study day is to be organised for 23rd September 2010 at Cedar Court, sponsored by Countrywide. Michelle Beaumont and Sarah Cost are organising this. • Helen Chadwick And Marie Mahony are to be attending Service Improvement meetings for Wakefield and Leeds. • A new CNS is to start in Bradford - Caroline Salt • Bradford MDT splitting from new patient clinic. Clinics are planned to move to Bradford Royal Infirmary from 1st February 2010. • Study day on Laryngectomy to be organised by Mid Yorkshire with Helen Chadwick to lead for sometime in 2010. Mid Yorkshire are also to organise a Tracheotomy study day every year and everyone from the group are invited to attend. • Leeds CNS/AHP pre-treatment clinic is being set up however unfortunately no AHP's will be present. • York are readvertising for a band 7 post. <p>To update the group on these issues accordingly.</p>	M Beaumont	16/03/2010

Date of Next Meeting(s)

Tuesday 16th March 2010 1:30pm
Seminar Room 2, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Tuesday 8th June 2010 1:30pm
Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Tuesday 14th September 2010 1:30pm
Seminar Room 2, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Tuesday 7th December 2010 1:30pm
Seminar Room 2, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital