

Actions of the meeting held on  
Tuesday 08 June 2010, 13:30

Yorkshire Cancer Network

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

**Present:**

Mrs C Salt	Bradford Teaching Hospitals NHS Foundation Trust
Ms M Beaumont (Chair)	Calderdale and Huddersfield NHS Foundation Trust
Mrs S Topen	
Ms M Fitzgerald	Leeds Teaching Hospitals NHS Trust
Ms G Williams	
Ms N Corfield	Mid Yorkshire Hospitals NHS Trust
Ms C Farrell	
Mrs I Cliffe	NHS Bradford & Airedale
Mrs M Dailey	User Partnership Group
Mr R Dailey	
Ms S McKiniry	Yorkshire Cancer Network
Mrs A Millett	

**Apologies**

Ms H Chadwick, Mrs S Cost, Dr A Dew, Mrs C Fernyhough, Mrs A Harwood, Miss J Hoole, Ms G Jolly, Mrs B Machin, Ms R Ratcliffe, Mrs D Wardle

<b>2. Action Log from the last meeting</b>			
Log No	Action	Lead(s)	Deadline
1	The action log from the last meeting was agreed to be an accurate record.	N/A	N/A
<b>3. Matters arising</b>			
<b>3.1 Key worker role</b>			
Log No	Action	Lead(s)	Deadline
2	Members agreed that CNS's are referring in complex patients to Radiotherapy CNS and MAC Radiotherapists and that they will take on a Key Worker role.  The group decided that this will need further discussion at the next meeting.	All	14/09/2010
<b>4. Patient Information Pathway</b>			
Log No	Action	Lead(s)	Deadline
3	Members were reminded that the Patient Information Pathway is now available on the YCN web.  Clair Irving to ask CNS's if they would like a laminated copy each for their office.	C Irving	ASAP
4	Members discussed how best to utilise the pathway.  Michelle Beaumont is to check with Lorna McCaul if there is any information still to include in the pathway.	M Beaumont	ASAP

<b>5. Supportive Care &amp; Rehab Pathways</b>			
Log No	Action	Lead(s)	Deadline
5	Michelle Beaumont informed the group that the CNS, Dietetic and SALT pathways are now ready to be taken to the NSSG for sign off.	N/A	N/A
<b>5.1 Network Rehabilitation pathways</b>			
Log No	Action	Lead(s)	Deadline
6	<p>Sherry McKiniry introduced herself to the group as the new Macmillan AHP Lead. Discussed her role which involves promoting the development of rehabilitation by the four AHP groups across all cancer site specific groups, in line with peer review measures. The aim is to have AHP representation on the NSSGs and inform NSSG members of the valuable contribution provided by AHPs in the management of cancer patients. Each NSSG clinical pathway is required to have a rehabilitation pathway aligned to it with specialist interventions by AHPs identified at key points throughout the patient journey. Other aspects of Sherry's role include:-</p> <ul style="list-style-type: none"> <li>• Identifying gaps in service/staff/skills/support and developing an action plan to address these gaps</li> <li>• Developing a cancer rehabilitation service specification</li> <li>• Developing a directory of rehabilitation.</li> </ul> <p>Sherry is looking at how to incorporate OT and Physio input into the YCN Head and Neck rehabilitation pathway.</p> <p>Sherry McKiniry is to attend the next meeting to update the group on progress.</p>	S McKiniry	14/09/2010
<b>6. YCN Guidelines</b>			
<b>6.1 Treatment guidelines</b>			
Log No	Action	Lead(s)	Deadline
7	The group agreed these guidelines and are to be formally signed of by the NSSG.	N/A	N/A
<b>6.2 Gastrostomy Referral guidelines</b>			
Log No	Action	Lead(s)	Deadline
8	The group were informed that these guidelines are still in development.	N/A	N/A
<b>6.3 Alcohol &amp; Detox guidelines</b>			
Log No	Action	Lead(s)	Deadline
9	Members agreed these guidelines.	N/A	N/A
<b>7. CLT Terms of Reference</b>			
Log No	Action	Lead(s)	Deadline
10	The group agreed to remove this item from the agenda as it is now complete.	N/A	N/A

<b>8. Quality of life research presentation</b>			
Log No	Action	Lead(s)	Deadline
11	Mehmet Sen presented on the 'Quality of Life Audit'. The group discussed tools to be looked at and how to incorporate them into assessments.  To discuss further at the next meeting.	All	14/09/2010
<b>9. Any Other Business</b>			
Log No	Action	Lead(s)	Deadline
12	▶ YCN Gap analysis  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.	N/A	N/A

**Date of Next Meeting(s)**

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