

Actions of the meeting held on
Thursday 20 May 2010, 11:00

Yorkshire Cancer Network

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

Present:

Mr A Henry	Airedale NHS Foundation Trust
Ms A Fletcher	Bradford Teaching Hospitals NHS Foundation Trust
Ms A Procter	
Ms T Wilcocks	
Mrs C Facer	Leeds Teaching Hospitals NHS Trust
Mrs S Huntley	
Ms C Whitaker	
Ms H Wordsworth	
Mrs S Lloyd	Mid Yorkshire Hospitals NHS Trust
Ms L Verity	
Mr & Mrs A Smith	User Partnership Group
Mrs T Goldsbrough	York Hospitals NHS Foundation Trust
Ms K Morton	
Ms F Stephenson	Yorkshire Cancer Network
Ms C Moriarty	Yorkshire Cancer Research Network

Apologies

Sister P Byrne, Mrs N Hawkshaw, Ms W Markey, Miss N Neale

1. Joint Meeting with Upper GI Specialists Group			
1.1 Supportive Care Pathway			
Log No	Action	Lead(s)	Deadline
1	<p>Fiona Stephenson attended the meeting to discuss the Supportive Care Pathways. The clinical pathways have been completed and agreed by the Commissioning Group, the Oesophagus and Gastric Supportive Care Pathways have been developed and were presented to the Upper GI Group in 2009 but still require sign off.</p> <p>A working group of Aidan Henry, Tracey Wilcocks, Anna Fletcher, Hayley Wordsworth, Kirsty Morton, Lisa Verity and Claire Whitaker was formed and agreed to meet on 15th June, 2-4pm in Leeds.</p> <p>The combined pathway needs to be developed by August.</p> <p>To book a meeting room in Leeds for 15th June meeting.</p> <p>► Post meeting note: Seminar Room 2, Cookridge Conference Suite, Level 7, Bexley Wing, St. James's University Hospital has been booked for 2.30-4.30pm.</p>	E Jehan	03/06/2010
2	<p>The Rehab Group is meeting on 9th June, the Group discussed whether it would be beneficial for a member of the Group to attend.</p> <p>To contact Sherry McKiniry.</p>	A Henry	03/06/2010

1. Joint Meeting with Upper GI Specialists Group			
1.2 User Involvement			
Log No	Action	Lead(s)	Deadline
3	<p>The 'Moving On project booklets were circulated prior to the meeting, the Group agreed that the booklets contain useful and relevant information, concerns were raised that it may be repeated information, the leaflet is lengthy, who would be responsible for distributing the leaflet and when would it be made available to patients? Information on local support groups also needs to be added.</p> <p>To feed Group comments to Lucy White, Moving On Project Coordinator.</p>	A Henry	03/06/2010
4	Group members to feed any addition comments to Lucy White (lucy.white@ycn.nhs.uk).	All	Ongoing
1.3 Memory Loss Following Anaesthesia			
Log No	Action	Lead(s)	Deadline
5	<p>Alan and Dorothy Smith, Service User representative requested this agenda item, concerns were raised that Dorothy Smith experienced significant memory loss 18 months post surgery. This has been raised at the Oesophageal Patients Group where there has been agreement that other patients have had similar experiences.</p> <p>Alan Smith presented a personal case history and tabled literature that supports that people over the age of 60 have a higher risk of lasting memory problems.</p> <p>Tracey Wilcocks tabled information sent by Dr. Any Brennan, Consultant Anaesthetist, Bradford Teaching Hospitals. In summary Dr. Brennan confirms that post operative delirium is well known and risk factors include age. Incidence is quoted at 25% at 2-10days, 10% at 3 months, 5% at 6 months and less than 1% at 1 year post surgery.</p> <p>The Group acknowledged how concerning Alan and Dorothy's personal experience must be but the evidence in literature suggests this this occurs in very small numbers in the long term. It was concluded that the Group should consider adding the risk factor to pre op patient information.</p>	A Henry / All	Ongoing
1.4 CNS Workstream Group			
Log No	Action	Lead(s)	Deadline
6	<p>Tracey Goldsbrough and Kirsty Morton reported that this Group is looking at the components of the CNS role. The Group were asked to nominate 3/4 representatives to attend a workshop.</p> <p>To circulate the workshop date once confirmed.</p>	E Jehan	03/06/2010
1.5 Feedback from YCN Peer Review			
Log No	Action	Lead(s)	Deadline
7	<p>Aidan Henry and Tracey Wilcocks reported that feedback from the recent Peer Review visit has been positive.</p> <p>To circulate Peer Review report when finalised.</p>	E Jehan	Ongoing
2. HPB Specialists Meeting			
2.1 Welcome and Apologies			
Log No	Action	Lead(s)	Deadline
8	Tracey Wilcocks welcomed the Group and apologies were noted.	N/A	N/A

2. HPB Specialists Meeting			
2.2 Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
9	The Action Log from the last meeting was agreed as an accurate record.	N/A	N/A
2.3 Matters arising			
Log No	Action	Lead(s)	Deadline
10	<p>► YCN Supportive & Palliative Care Audit</p> <p>Tracey Goldsbrough and Kirsty Morton informed the Group that the YCN Supportive & Palliative Care Audit Tool, developed by the Lead Nurses Group has been piloted in York and is now available to use.</p> <p>To circulate the Audit Tool to the Group.</p>	E Jehan	03/06/2010
11	<p>► Holistic Needs Assessment Leaflet</p> <p>The Group were informed that their comments have been submitted to the Patient Information Steering Group and the final version of the leaflet is awaited.</p> <p>To update the Group at the next meeting.</p>	A Henry	23/09/2010
12	<p>► Educational Event</p> <p>The Upper GI and Pancreatic Educational Event took place on 14th May.</p> <p>Diane Burwell and Kirsty Morton gave a presentation on the Integrated Cancer Care Programme which generated discussion and was very well received.</p>	N/A	N/A
13	<p>► PANDORA</p> <p>Tracey Goldsbrough updated the Group on PANDORA; 200 log ins are available which means each CNS in the Network (excluding Palliative Care) will be able to use the tool.</p> <p>Discussion took place regarding access to PANDORA for non-CNSs e.g.: Research Nurses and Dieticians.</p> <p>To contact June Toovey to discuss use of PANDORA for non-CNSs.</p>	T Wilcocks	03/06/2010
14	<p>► Patient Experience Surveys</p> <p>Tracey Goldsbrough informed the Group that the Network have purchased SNAP, a web based survey tool.</p> <p>Each Trust has sent at least 1 person on SNAP training provided by the Network.</p> <p>It was confirmed that the Peer Review requirement for Patient Experience Surveys is 2 yearly; SNAP can be used by each Trust.</p> <p>To contact Colin Sloane (colin.sloane@ycn.nhs.uk) or Emma Jehan (emma.jehan@ycn.nhs.uk) for further information regarding SNAP.</p>	All	Ongoing

2. HPB Specialists Meeting			
2.3 Matters arising			
Log No	Action	Lead(s)	Deadline
15	<p>► User Involvement</p> <p>It was acknowledged that this is an area that the Group could improve on despite difficulties with this patient group.</p> <p>Catherine Moriaty agreed to look into ethics so that the idea of focus groups can be revisited.</p> <p>To update the Group at the next meeting.</p>	C Moriaty	23/09/2010
2.4 Confirmation of Structure of the Groups and Meetings			
Log No	Action	Lead(s)	Deadline
16	<p>Discussion took place regarding the current meeting format and schedule. It was agreed that as attendance has improved with the new structure to continue with quarterly meeting.</p> <p>It was agreed that to reduce repetition, the joint meeting would last for 1.5 hours with half an hour for each of the Specialist Groups.</p>	N/A	N/A
2.5 Information Provision			
Log No	Action	Lead(s)	Deadline
17	<p>Aidan Henry informed the Group that Jane Archer had sent him the Upper GI Information Prescription before she left the Network. The Group agreed to use the paper based Information Prescription.</p> <p>Carmel Facer agreed to liaise with the Upper GI CNS in Leeds to facilitate getting paper copies into patient notes.</p> <p>Aidan Henry informed the Group that NCAT are supporting implementation of the information pathways and they could possibly change. Discussion took place around computer literate patients who may wish to 'self prescribe' information.</p> <p>To circulate the Information Prescription to the Group.</p>	A Henry	03/06/2010
18	To look to NHS Choices website for examples.	All	Ongoing
19	To liaise with the Upper GI CNS in Leeds to facilitate getting paper copies into patient notes.	C Facer	Ongoing
2.6 Project work - Current and Future Ideas			
Log No	Action	Lead(s)	Deadline
20	<p>The Group discussed the presentation Mary Philips gave at the recent Educational Event and it was agreed it could be a good starting point for developing YCN Guidelines on the use of Pancreatic Enzyme therapy</p> <p>To add to the next meeting agenda.</p>	E Jehan	03/06/2010

Date of Next Meeting(s)

Thursday 23rd September 2010 11:00am
Seminar Room 2, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital