

YORKSHIRE CANCER NETWORK
Cancer Information Leads
Action Log
Thursday 22nd June 2006 at 2.00pm
YCRN Room 1, Ida Nurses Home, Cookridge Hospital Site

PRESENT:

Ms C Hibbert	Airedale NHS Trust
Ms S Ingram	Calderdale & Huddersfield NHS Trust
Ms V Hilton	Harrogate & District NHS Foundation Trust
Mr M Waugh	Leeds Teaching Hospitals NHS Trust
Ms G Barnard	Mid Yorkshire Hospitals NHS Trust
Mr M Walkley	NYCRIS
Ms N Slater	York Hospitals NHS Trust
Ms L Carroll	Yorkshire Cancer Network
Mr P Melling	
Mr B Tinkler	

APOLOGIES

Dr H Berry	Bradford Teaching Hospitals NHS Foundation Trust
Mr J Harrison	Harrogate & District NHS Foundation Trust
Ms S Mori	Harrogate & District NHS Foundation Trust
Ms J Speak	York Hospitals NHS Trust

Log No.	Agenda Item	Action:	Lead (s) responsible:	Deadline:
3. Matters Arising				
1	NHS Mail Accounts	To include all Trust generic NHS mail box addresses in PPM to allow secure mailing of MDT lists and discussions to all Trusts	M Waugh	28/07/2006
2	Annual Report	To make suggested amendments to draft annual report for 2005/6 and re-circulate to the group.	P Melling	14/07/2006
3	Work Programme	To make suggested amendments and additions to the work programme for 2006/7 and re-circulate to the group.	P Melling	14/07/2006
4. Cancer Waiting Times				
4		To continue process of uploading monthly data in advance of the 25 th working day deadline	M Waugh	Review 28/09/2006
5		To continue tracking patients actively following referrals to tertiary centres.	All	Review 28/09/2006
6		To circulate the recent sustainability workbook and web links.	P Melling	30/06/2006
7	MDT Alerts Update	To continue the current MDT alert process until the current revision work has been finished.	All	Review 28/09/2006

YORKSHIRE CANCER NETWORK
Cancer Information Leads
Action Log
Thursday 22nd June 2006 at 2.00pm
YCRN Room 1, Ida Nurses Home, Cookridge Hospital Site

Log No.	Agenda Item	Action:	Lead (s) responsible:	Deadline:
8		To circulate contact list of MDT co-ordinators	P Melling	14/07/2006
5. Network Cancer Data Server Project				
9		To revise and circulate the summary paper describing the server project.	P Melling	30/06/2006
10		To notify all when the test server is available on NHS net.	P Melling	Review weekly
11		To continue working towards providing their own data for the server. A suggestion is to start with referral events for patients being referred using the MDT alert system.	All	Review weekly
12		To discuss with the Lead Managers at their meeting next week the anticipated roll out programmes in each Trust.	P Melling	28/06/2006
13		To develop with automatic linking of referrals for CWT purposes into the PPM tracking system.	P Melling M Waugh	28/07/2006
6. Audit				
14	NCASP	Continue supporting the NCASP audits.	All	Review 28/09/2006
15		To arrange a workshop meeting of the LUCADA data collectors from each Trust and invite representatives from Humber & Yorkshire Coast Cancer Network.	P Melling	28/07/2006
16	NSSGs	To circulate recent analysis of MDT discussions and timing (based on CWT downloaded data). These have been sent to appropriate NSSG chairs for their comments.	P Melling	30/06/2006
7. Peer Review Update				
17		To complete haematology evidence for data/audit measures and circulate.	P Melling	14/07/2006
8. NYCRIS				

YORKSHIRE CANCER NETWORK
Cancer Information Leads
Action Log
Thursday 22nd June 2006 at 2.00pm
YCRN Room 1, Ida Nurses Home, Cookridge Hospital Site

Log No.	Agenda Item	Action:	Lead (s) responsible:	Deadline:
18		To investigate existing query about thyroid cancer incidence and report back to Mr Tinkler.	M Walkley	14/07/2006
	9. Any Other Business			
19		To circulate Network proposal for procuring a network-wide chemotherapy prescribing system.	P Melling	30/06/2006
	10. Date of Next Meeting			
		Date of next meeting – 28 th September 2006, 2pm, YCRN Conference Room, Ida Nurses Home, Cookridge.	All	