

Actions of the meeting held on  
Thursday 21 May 2009, 14:30

Yorkshire Cancer Network

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

**Present:**

Mr C Walton	Airedale NHS Trust
Mrs E Gostick	Harrogate and District NHS Foundation Trust
Mr J Green	
Mr M Waugh (Chair)	Leeds Teaching Hospitals NHS Trust
Ms A Cotton	Mid Yorkshire Hospitals NHS Trust
Mr Z Mohammed	NHS Bradford & Airedale
Ms E Jones	NHS Wakefield District
Mr M Day	NYCRIS
Ms C Head	
Mrs N Slater	York Hospitals NHS Foundation Trust
Mr P Melling	Yorkshire Cancer Network

**Apologies**

Mrs G Barnard, Dr H Berry, Miss S Cuthbertson, Ms L Fox, Ms C Hibbert

<b>1. Welcome and Apologies</b>			
Log No	Action	Lead(s)	Deadline
1	Martin Waugh welcomed the two new PCT representatives to the meeting and everyone made introductions.	N/A	N/A
<b>2. Action Log from the last meeting</b>			
Log No	Action	Lead(s)	Deadline
2	The action log from the last meeting was agreed as a true record.  The actions from the last meeting are all list on the agenda.	N/A	N/A
<b>3. Matters arising</b>			
<b>3.1 PCT Information Leads</b>			
Log No	Action	Lead(s)	Deadline
3	Philip Melling reported that he had recently met with Commissioners and their Information Leads to discuss the reporting of new CWT by PCT.  To keep the group informed about developments with PCT reporting of CWT.	P Melling	Review 22/09/2009
<b>4. Cancer Waiting Times</b>			
Log No	Action	Lead(s)	Deadline
4	Philip Melling presented the latest CWT data which included the first quarters data for the new CWT targets.  The group discussed the collection, reporting and performance against the new targets.  Philip Melling to continue to keep the group informed about future performance.	P Melling	Review 22/09/2009

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<b>4. Cancer Waiting Times</b>			
Log No	Action	Lead(s)	Deadline
<b>5</b>	Philip Melling to develop new methods of reporting the new targets now that the first official reports have been published.	P Melling	Review 22/09/2009
<b>4.2 IPTs</b>			
Log No	Action	Lead(s)	Deadline
<b>6</b>	The group discussed the need to ensure the transfer of patient pathway identifiers when patients are referred between organisations.  All to ensure the transfer of PPIs between Trusts when required.	All	Review 22/09/2009
<b>7</b>	All to identify any additional PPM training requirements for adding PPIs when referring patients to Leeds for treatments.	All	Review 22/09/2009
<b>8</b>	To ensure the transfer of PPIs between Trusts not using PPM for electronic capture of CWT.	All	Review 22/09/2009
<b>4.4 Paediatric &amp; TYA CWT data for 2008</b>			
Log No	Action	Lead(s)	Deadline
<b>9</b>	Philip Melling thanked Airedale, Calderdale-Huddersfield, Mid Yorkshire and York for sending the paediatric and TYA data for 2008.  He reminded Bradford, Harrogate and Leeds that the data was still required.  Bradford, Harrogate and Leeds to send their paediatric and TYA data to Philip Melling	Bradford, Harrogate and Leeds	10/07/2009
<b>5. NCASP and Local NSSG Audit</b>			
Log No	Action	Lead(s)	Deadline
<b>10</b>	Philip Melling reminded the group of the upcoming NCASP data upload deadlines.  The LUCADA data deadline for 2008 cases is the 30th June 2009.  All to ensure their 2008 lung cancer data is uploaded and verified by the deadline day.	All	30/06/2009
<b>11</b>	A general discussion about participation in NCASP audits was held. A number of concerns were raised with the National Oesophago-Gastric Audit and these mirrored the same concerns that the Network Upper GI site-specific group raised recently.  Philip Melling to work with the Chair of the Upper GI NSSG to raise the concerns about the national audit with NCASP.	P Melling	10/07/2009
<b>12</b>	Philip Melling updated the group on the progress towards Peer Review 2009/10.  Each NSSG is required to agree a network wide minimum dataset and undertake annual audits.  He explained that the minimum dataset mean the cancer registry and CWT dataset together with the NCASP dataset when appropriate.  A number of the NSSGs have begun local audits - in particular Urology and Colorectal.  All to help support their local MDTs participation in the network wide audits.	All	Review 22/09/2009

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<b>6. PPM</b>			
Log No	Action	Lead(s)	Deadline
<b>13</b>	<p>Martin Waugh gave the latest PPM news update.</p> <p>Calderdale-Huddersfield is now live and the Oncologists are routinely using it for their work. Work is ongoing to finish the admissions, discharges and transfers PAS link.</p> <p>Harrogate have purchased their server and will begin implementing a read-only version in the first instance whilst working towards a full write version.</p> <p>Bradford are continuing their implementation project and are completing their PID document.</p> <p>Airedale have recently expressed interest in joining and are putting together a business case.</p> <p>York are beginning discussions about hosting a read-only version so their clinicians can view activity on their patients when receiving treatment in Leeds.</p> <p>To continue the roll out work.</p>	M Waugh	Review 22/09/2009
<b>14</b>	York to investigate the possibility of implementing a read-only local version of PPM.	N Slater	Review 22/09/2009
<b>7. NYCRIS</b>			
Log No	Action	Lead(s)	Deadline
<b>15</b>	<p>Matthew Day provided the group with an update on current NYCRIS developments with a particular emphasis on information outputs.</p> <p>A new staging report will be available shortly on the NYCRIS website showing breakdown by tumour stage at Network level.</p> <p>Work is ongoing to update the e-Atlas and NCIS with the latest available data.</p> <p>A new Haematology information analyst starts in post shortly as part of the lead role for Haematology that NYCRIS has.</p> <p>Currently working on the analysis of the national bowel cancer data.</p> <p>N/A</p>	N/A	N/A

<b>8. Cancer Registration Dataset</b>			
Log No	Action	Lead(s)	Deadline
<b>16</b>	<p>Christine Head from NYCRIS gave the group an update on progress towards full electronic collection of the cancer registry dataset by Trusts.</p> <p>All Trusts with the exception of Harrogate have now met with NYCRIS and agreed local action plans.</p> <p>Work has been ongoing to map the new CWT dataset with the full registry dataset and a document highlighting this should be available shortly.</p> <p>It was pointed out that the cancer registry dataset covers on average 28% more cases than the standard CWT dataset and this was important to realise when developing action plans for the full dataset collection.</p> <p>NYCRIS are currently piloting their proposed processes with a couple of Trusts and any lessons learnt will be fed back to the group.</p> <p>Harrogate to ensure a date for meeting NYCRIS to develop their local action plan.</p>	E Gostick	30/06/2009
<b>17</b>	Philip Melling to circulate the recently published national review of the cancer dataset.	P Melling	30/06/2009
<b>9. Peer Review</b>			
Log No	Action	Lead(s)	Deadline
<b>18</b>	<p>Philip Melling reminded the group of the new process and timescales for Peer Review 2009/10.</p> <p>To keep the group updated and circulate any relevant information.</p>	P Melling	Review 22/09/2009
<b>10. Any Other Business</b>			
Log No	Action	Lead(s)	Deadline
<b>19</b>	<p>■ Commissioning Toolkit</p> <p>Philip Melling informed that group that the Network had identified funding to undertake a half-day training session for users of the cancer commissioning toolkit. This has been arranged for the 30th June 2009 in the afternoon at Harrogate.</p> <p>Philip Melling to circulate the training date information to Lead Managers and Lead Commissioners asking for their one person nomination to attend the training.</p>	P Melling	30/06/2009

### Date of Next Meeting(s)

Tuesday 22nd September 2009 2:00pm  
Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Monday 14th December 2009 2:00pm  
Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital