

**Actions of the meeting held on
Monday 14 December 2009, 14:00**

Yorkshire Cancer Network

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

Present:

Ms A Archibald	Airedale NHS Trust
Mr C Walton	
Ms V Cook	Bradford Teaching Hospitals NHS Foundation Trust
Ms L Fox	Calderdale and Huddersfield NHS Foundation Trust
Ms M Thompson	
Mr J Green	Harrogate and District NHS Foundation Trust
Mr M Waugh (Chair)	Leeds Teaching Hospitals NHS Trust
Mrs G Barnard	Mid Yorkshire Hospitals NHS Trust
Ms C Head	NYCRIS
Mr P Melling	Yorkshire Cancer Network

Apologies

C Brook, Miss S Cuthbertson, Mr J Harrison, Ms C Hibbert, Ms C Howard, Ms E Jones, Mrs N Slater

1. Welcome and Apologies			
Log No	Action	Lead(s)	Deadline
41	As a number of new members were attending their first meeting a full round of introductions were made and Martin Waugh welcomed the new members. To update the mailing list and website membership contact list.	P Melling	18/12/2009
2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
42	The action log from the last meeting was agreed as a true record.	N/A	N/A
3. Cancer Waiting Times			
3.1 Latest Data			
Log No	Action	Lead(s)	Deadline
43	Philip Melling presented the latest CWT data and the Group discussed each of the new standards. Since the last meeting all Trusts have now begun to submit the breast symptomatic waiting times data. The recently circulated ready reckoner for breast symptomatic referrals was discussed and generally considered to be acceptable. To circulate the breast symptomatic ready reckoner to all to ensure everyone has a chance to view the numbers.	P Melling	18/12/2009

3. Cancer Waiting Times			
3.2 IPTs			
Log No	Action	Lead(s)	Deadline
44	<p>Leeds reported that there continued to be occasional issues with receiving late IPTs which was having an effect on overall performance.</p> <p>It is anticipated that the complete roll-out of PPM to Bradford and Calderdale-Huddersfield will help with this problem. Other organisations should continue to ensure timely transfer of IPTs.</p> <p>Leeds to offer PPM training to Units to reinforce the process for electronic transfers.</p>	Leeds	Review 23/03/2010
3.3 Screening Patients			
Log No	Action	Lead(s)	Deadline
45	<p>A number of issues with screening patients were identified.</p> <p>The main concern was the identification of breast screening patients by screening units and the transfer of the appropriate part of the dataset to the treating hospital.</p> <p>The group discussed a number of options and felt that because the overall numbers remained relatively low a simple process would be appropriate.</p> <p>The group agreed that the treating Trust would take responsibility for contacting the screening host organisation to obtain the required data - which includes the PPI and Cancer Referral to Treatment Period Start Date.</p> <p>All to pilot this new process for screening cases and report back at the next meeting.</p>	All	Review 23/03/2010
46	<p>A query was raised about the host organisation for the Leeds/Harrogate/York Bowel Screening Centre.</p> <p>To confirm the host organisation responsible for this service.</p>	P Melling	18/12/2009
3.4 Data quality			
Log No	Action	Lead(s)	Deadline
47	<p>Philip Melling reported that he was continuing to interrogate the anonymised CWT data download from Open Exeter.</p> <p>He identified a number of data quality issues that had already been fed back to the Trusts involved.</p> <p>He also updated the group on a number of projects he is working on looking at trying to link first treatments and subsequent treatments in CWT using the PPI and patientid fields from Open Exeter.</p> <p>To keep the group informed about all data quality issues.</p>	P Melling	Review 23/03/2010

4. NCASP and Local NSSG Audit			
Log No	Action	Lead(s)	Deadline
48	<p>Philip Melling gave an update on the latest local participation in the national audits.</p> <p>The deadlines for the Head and Neck audit and Bowel Cancer audit have recently passed and all Trusts reported having successfully uploaded their bowel cancer data. A few Trusts had negotiated a short extension to the upload deadline.</p> <p>Philip Melling also updated the group with information on the current round of Peer Review and how local NSSG audits were integrating with the process. Each NSSG is required to undertake at least one audit each year.</p> <p>Each Trust to continue participation in the national audits taking into account the upcoming data submission deadlines.</p>	All	Review 23/03/2010
49	To work with the NSSGs to develop planned audit programmes.	P Melling	Review 23/03/2010
50	To keep the group informed about the NSSG audit programmes and produce a full list of agreed audits.	P Melling	Review 23/03/2010
5. PPM			
Log No	Action	Lead(s)	Deadline
51	<p>Martin Waugh gave the latest PPM news update.</p> <p>Calderdale-Huddersfield are now live and Medical Oncology are using it. The admissions, discharges and transfers (ADT) interface will be completed in a couple of week and then further roll out to MDTs and clinicians. A further piece of work to import the historical CWT data is also being undertaken.</p> <p>Bradford are going live with their demographics interface on the 16th December and importing their NYCRIS data and CWT historical data by the following week. The anticipated full live date is the 14th January 2010. Phase 3 will start after this.</p> <p>Airedale have had a presentation of PPM to their clinicians and their Lead Clinician (Dr Michael Hughes) is taking the project forward.</p> <p>Harrogate are arranging a presentation to their clinicians and this is being led by their Lead Clinician (Mr Jon Harrison).</p> <p>Mid Yorkshire are continuing to see large numbers of local users and are starting discussions about a possible write-version of PPM.</p> <p>York are continuing to work on getting access to their own local read-only version.</p> <p>Martin Waugh also reported that an initial cancer registration dataset output had been written and is in discussions with NYCRIS about file formats and testing.</p> <p>To continue working with all Trusts and keep the group updated on progress.</p>	M Waugh	Review 23/03/2010
52	To arrange a PPM training event for local gynaecology MDT co-ordinators.	P Melling	Review 23/03/2010

6. NYCRIS			
Log No	Action	Lead(s)	Deadline
53	<p>Christine Head gave a brief update on current NYCRIS developments.</p> <ul style="list-style-type: none"> ■ E-Atlas work is continuing and a new version is expected shortly. ■ Working on updates to the PCT factsheets including looking a new data analyses. <p>To keep members informed about future NYCRIS developments.</p>	C Brook	Review 23/03/2010
7. Cancer Registration Dataset			
Log No	Action	Lead(s)	Deadline
54	<p>Christine Head reported back on the successful registration dataset raising awareness workshops held in November.</p> <p>The workshops were very well attended across the whole of the NYCRIS area. A number of key themes emerged from the discussion which included:</p> <ul style="list-style-type: none"> • Funding concerns for collection of the dataset • MDT time available • Clinical involvement • MDT training • Unique patient identifiers for linking data from difference sources • Palliative care data from primary care and the voluntary sector. <p>NYCRIS are currently working with a couple of Trusts from the North of England Cancer Network to pilot the electronic transfer of the dataset.</p> <p>Christine Head also gave an update on developments with the pathology section of the registration dataset and the work being undertaken by the NCIN as part of a more general overview of the dataset.</p> <p>All the local Trust action plans have been returned with the exception of Leeds.</p> <p>To submit their local action plan.</p>	M Waugh	24/12/2010
8. Any Other Business			
Log No	Action	Lead(s)	Deadline
55	<p>Philip Melling reported that the Pathology NSSG have arranged for a demonstration/presentation from a company called AES Medical Ltd who provide a product called Pathosys. This is software that assists with the computerisation/coding of pathology data from existing hospital system.</p> <p>The meeting has been organised for 2pm on the 18th January 2010 in the Lecture Room, Level 7, Bexley Wing, St. James's.</p> <p>A general invite has been extended to pathologists and pathology system managers and group members were also welcome to attend.</p> <p>To invite information staff to the demonstration meeting on Monday 18th January 2010.</p>	All	24/12/2010

Date of Next Meeting(s)

Tuesday 23rd March 2010 2:00pm
Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Thursday 10th June 2010 2:00pm
Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Tuesday 21st September 2010 2:00pm
Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Thursday 16th December 2010 2:00pm
Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital