

Actions of the meeting held on
Friday 23 May 2008, 12:30

Yorkshire Cancer Network

The Kestrel Inn, Wetherby Road, Knaresborough, HG5 8LG

Present:

Ms J Harrison	Airedale NHS Trust
Ms H Jones	Calderdale and Huddersfield NHS Foundation Trust
Ms N Bell	Harrogate and District NHS Foundation Trust
Ms L Ashford	Leeds Teaching Hospitals NHS Trust
Mr S Bolton (Chair)	Mid Yorkshire Hospitals NHS Trust
Mrs J Toovey	Yorkshire Cancer Network
Ms I Greenwood	Yorkshire Cancer Research Network

Apologies

Ms J Bradley, Ms M Coleman, Ms A Harwood, Ms K Henderson, Ms T Hiley, Ms J Kenworthy, Ms L Turner

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
1	The action log from the last meeting was agreed as being an accurate record.		
4. Educational Event			
Log No	Action	Lead(s)	Deadline
2	The event programme is almost finalised. Speakers are still required for talks on patient experience and asbestos support group. To finalise the event programme with Helen Ryan and circulate across the YCN (via group contacts and YCN events database), nationally via networks, Meso UK and the National Lung Cancer Nurses Forum.	S Bolton/ H Ryan	06/05/2008
3	To send Helen Ryan contact details of interested medical representatives to approach to sponsor the event.	S Bolton/ H Ryan	30/05/2008
5. YCN Lung Cancer Pathway & Supportive Care Guidance			
Log No	Action	Lead(s)	Deadline
4	The group discussed the YCN High Level Supportive Care Pathway: <ul style="list-style-type: none"> •Holistic Assessment •Single contact with assigned key worker •Key discussion point •Patient Information To compare the YCN Lung Cancer Nursing assessment tool with the Kings Fund Holistic Assessment and adapt any changes with input from the group.	J Toovey / N Bell	Update 21/07/2008
5	To look at the YCN Lung Cancer Nursing documentation and rename the sections to fit in with Holistic Assessment guidance with input from the group.	J Toovey/ N Bell	Update 21/07/2008
6	To discuss with Geraint Hughes, Service Improvement Facilitator regarding the Lung Cancer Network Pathway and incorporating CNS support and high level supportive care pathway as seen on the YCN Head and Neck Pathway (Draft 7: May 2008).	J Toovey	June 2008

5. YCN Lung Cancer Pathway & Supportive Care Guidance			
Log No	Action	Lead(s)	Deadline
7	<p>The national patient information pathway for lung cancer is due to be released in July 2008.</p> <p>The YCN has a generic patient information pathway. The YCN Lung Nurses group have suspended their work until the national pathway is released.</p> <p>To keep the group updated.</p>	S Bolton	On-going
6. Fact Sheet Update			
Log No	Action	Lead(s)	Deadline
8	To email June Toovey the lung cancer fact sheet details and she will chase up with Leeds medical illustration department who appear to be holding up the project.	S Bolton/ J Toovey	June 2008
7. Any Other Business			
Log No	Action	Lead(s)	Deadline
9	<p>• Irene Greenwood</p> <p>Irene Greenwood, Lung Cancer and Mesothelioma Research Nurse at Leeds attended the meeting to discuss her role and particularly her involvement with the MARS Trial Mesothelioma patients. Irene Greenwood can be contacted in the Bexley Wing, SJUH.</p> <p>To include contact details for Irene Greenwood in action log:</p> <p>Tel: 0113 2067417 email: irene.greenwood@leedsth.nhs.uk</p>	H Ryan	May 2008
10	<p>•Primary Care</p> <p>The group discussed whether there should be any primary care involvement on the group, a long term continuous lead or an end of life lead.</p> <p>To consider having primary care involvement on the group.</p>	All	21/07/2008
11	<p>•Virtual User Involvement Representative</p> <p>To consider having user involvement as a standing agenda item for each member to feed into and feed back from local area.</p>	All	21/07/2008
12	<p>•Governance</p> <p>The YCN Lung Cancer Nurses Group work plan and terms of reference no longer need to be done annually but needs to be reworked as the chair of the group rotates.</p> <p>To email to the group work plan 2006/07 along with terms of reference.</p>	H Ryan	June 2008
13	<p>•Governance</p> <p>To circulate voting slip for new vice chair, this will be decided at the next meeting.</p>	H Ryan	June 2008

7. Any Other Business

Log No	Action	Lead(s)	Deadline
14	<p>•Calderdale and Huddersfield CNS Post</p> <p>A new lung cancer CNS has been appointed at Calderdale and Huddersfield.</p> <p>An 18 hour secretary support post has gone out to advert.</p> <p>To forward contact details of new CNS to Helen Ryan to add to the group membership.</p>	H Jones	June 2008
15	<p>•Venue for future meetings</p> <p>The group discussed if the Kestrel Inn, Harrogate is the most appropriate place to meet or should meetings take place in Leeds.</p> <p>To feed comments back to Simon Bolton.</p>	All	June 2008
16	<p>•Contact Details</p> <p>To send Helen Ryan telephone and fax numbers to update the contact list and circulate to the group (already received from Mid Yorkshire, Harrogate and Calderdale and Huddersfield).</p>	All	June 2008

Date of Next Meeting(s)

Monday 21st July 2008 12:30 pm

The Kestrel Inn, Wetherby Road, Knaresborough, HG5 8LG

Monday 22nd September 2008 12:30 pm

The Kestrel Inn, Wetherby Road, Knaresborough, HG5 8LG

Friday 28th November 2008 9:00 am

Pavilions of Harrogate, Great Yorkshire Showground, Harrogate [Educational Event]

Friday 5th December 2008 3:00 pm

The Kestrel Inn, Wetherby Road, Knaresborough, HG5 8LG