

**Actions of the meeting held on
Monday 21 July 2008, 12:30**

Yorkshire Cancer Network

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

Present:

Ms T Hiley	Bradford Teaching Hospitals NHS Foundation Trust
Ms H Jones	Calderdale and Huddersfield NHS Foundation Trust
Ms A Robinson	
Mr J White	Leeds Teaching Hospitals NHS Trust
Mrs M Coleman	Mid Yorkshire Hospitals NHS Trust
Mrs J Love	York Hospitals NHS Foundation Trust

Apologies

Ms M Adams, Ms N Bell, Mr S Bolton, Mrs J Bradley, Ms A Harwood, Ms K Henderson, Ms J Kenworthy, Ms B Sajjad, Mrs J Toovey

1. Welcome and Apologies			
Log No	Action	Lead(s)	Deadline
17	Angela Robinson, new Macmillan Lung Cancer CNS at Calderdale and Huddersfield NHS Foundation Trust introduced to the group. Helen Jones and Angela Robinson work together across both sites in the Trust. To update group membership.	H Ryan	July 2008
2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
18	The action log from the last meeting was agreed as being an accurate record.	N/A	N/A
3. Matters arising			
Log No	Action	Lead(s)	Deadline
19	Diana Combs from Industrial Injuries Benefit Quality Team updated the group on new benefit scheme for patients diagnosed with diffuse mesothelioma. From 1st October 2008 the scheme will pay a lump sum to people whose contact with asbestos was not as a result of their work as an employee or exposure cannot be specified, i.e. those who cannot claim compensation from current scheme or via a civil claim. Claims will be processed at Barrow not Castleford. Useful contacts www.dwp.gov.uk/healthandwork email: diana.combs@dwp.gsi.gov.uk urgent issues tel: 0113 2327671 OPSI website for amounts of compensation.	N/A	N/A

4. Lung Cancer Modules - Update from Bradford			
Log No	Action	Lead(s)	Deadline
20	<p>Helen Jones has had email contact with Vanessa Taylor. Now awaiting for approval from Bradford University Board.</p> <p>Now looking at 2009 for modules to be available.</p> <p>To invite Vanessa Taylor to a future meeting once board approval to timetable the course.</p>	H Jones	On-going
5. Fact Sheet Update			
Log No	Action	Lead(s)	Deadline
21	<p>The fact sheets are still at Leeds Medical Illustration Department for printing.</p> <p>To chase fact sheet progress with Jane Garrud, Medical Illustration, SJUH.</p>	J Archer	September 2008
6. Educational Event			
Log No	Action	Lead(s)	Deadline
22	<p>Agreed that all members of the YCN Lung Cancer Nurses Group would register free.</p> <p>To contact Asbestos Support Group to confirm speaker and inform Helen Ryan to update event programme.</p>	J White	July 2008
23	To contact Helen Ryan regarding progress with sponsorship.	H Jones	July 2008
24	To circulate programme to local colleagues.	All	On-going
7. Admission/ Discharge Audit and Contact Card Scheme			
Log No	Action	Lead(s)	Deadline
25	<p>Simon Bolton would like to introduce a new contact card scheme for patients to request that staff inform their lung cancer nurse when they are admitted to hospital.</p> <p>Helen Jones and Simon Bolton have devised a data collection tool to gather evidence so that a pre/post intervention audit may demonstrate effectiveness.</p> <p>Group felt that Mid Yorkshire should pilot tool before becoming involved.</p> <p>To keep the group updated.</p>	S Bolton/ H Jones	On-going
8. Holistic Nursing Assessment and YCN Pathway			
Log No	Action	Lead(s)	Deadline
26	<p>Nicola Bell had circulated two versions of the regional documentation with amendments. Members present were finding that their own trust was working on this and also some Trusts will be using PPM. Members appreciated the efforts that Nicola Bell had made but felt each team would have to comply with their individual Trust policy.</p> <p>To feedback to Nicola Bell.</p>	H Jones	July 2008

9. Nominations for Vice Chair and User Involvement & Patient Information Lead			
Log No	Action	Lead(s)	Deadline
27	Tracey Hiley to be Vice Chair. Tracy Hiley and Maggie Coleman will be joint User Involvement and Patient Information Lead. To update group membership.	H Ryan	August 2008
10. YCN Fund to pay NLCFN registration fees			
Log No	Action	Lead(s)	Deadline
28	It was not felt appropriate to pay members NLCNF fees out of the YCN Lung Cancer Nurses Group fund.	N/A	N/A
11. Any Other Business			
Log No	Action	Lead(s)	Deadline
29	•Primary Care Representative Agreed that it does not seem practical to have a primary care representative on the group. June Toovey to be the liaison for Network Groups. To feedback to June Toovey.	H Jones	August 2008
30	•YCN Lung Cancer Pathway Development Meeting Arranged for 4th September 2008, 1.30pm at Lecture Room, Bexley Wing, SJUH, Leeds. 2 representatives to attend from each unit.	N/A	N/A
31	•Venue of Future Meetings Venue of meeting to change to Bexley Wing, SJUH, Leeds. To book room in Bexley Wing for the next meeting.	J White	August 2008
33	•Venue for Future Meetings To Inform Vanda Robb, Roche to cancel room booking at Kestrel Inn, Harrogate.	H Jones	August 2008

Date of Next Meeting(s)

Monday 22nd September 2008 12:30 pm
TBC

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