

**Actions of the meeting held on  
Monday 09 November 2009, 13:30**

**Yorkshire Cancer Network**

**Seminar Room 2, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital**

**Present:**

Ms N Bell	Bradford Teaching Hospitals NHS Foundation Trust
Ms T Hiley (Chair)	
Miss A Robinson	Calderdale and Huddersfield NHS Foundation Trust
Mr J White	Leeds Teaching Hospitals NHS Trust
Mr S Bolton	Mid Yorkshire Hospitals NHS Trust
Mrs M Coleman	
Mrs J Archer	Yorkshire Cancer Network
Mr G Hughes	
Mrs J Toovey	

**Apologies**

Mrs J Bradley, Ms K Henderson, Ms J Kenworthy, Mrs J Love, Ms J Roberts, Ms C Waddington

<b>2. Action Log from the last meeting</b>			
Log No	Action	Lead(s)	Deadline
41	The action log from the last meeting was agreed to be an accurate account.	N/A	N/A
<b>3. Matters arising</b>			
Log No	Action	Lead(s)	Deadline
42	John White discussed the need for having OPA's with Thoracic Surgery, three weeks post surgery, with a view to discussion of adjuvant chemotherapy. There is a problem awaiting histology from Leeds.  John White will work on this within the Leeds team and report back at the next meeting.	J White	19/01/2010
43	As follow up needs to be looked at as a priority, Geraint Hughes will contact Sandra Davis about taking this forward.	G Hughes	19/01/2010
<b>4. Patient Information Pathway and the Alternative Resource Pathway</b>			
Log No	Action	Lead(s)	Deadline
44	Jane Archer presented. A discussion was held around what is the minimum amount of information that each patient needs at each stage and the need to be able to demonstrate that patients have been offered information which has relevance for Peer review. John White is piloting the Phase 2 National System.  It was agreed that information/leaflets about EGFR testing, Stereotactic Body Radiotherapy and Gamma Knife Radiotherapy need to be included, as well as the YCN website and also the NLCFN.  Amendments to be sent to the YCN by Nicola Bell and will be discussed at the next meeting.	N Bell	31/12/2010
45	Jane Archer to rewrite the pathway to incorporate the amendments.	J Archer	19/01/2010

**Lung Cancer Nurses Group : Actions of the meeting held on Monday 9th November 2009 1:30pm**

<b>5. Dashboard</b>			
Log No	Action	Lead(s)	Deadline
46	Claire Waddington to present at the next meeting as unable to do so at this meeting.	C Waddington	19/01/2010
<b>6. Feedback from Educational Event</b>			
Log No	Action	Lead(s)	Deadline
47	Simon Bolton reported that the educational event had been very successful and that official feedback is yet to be given. The Nurse led events in the morning had worked particularly well. Simon Bolton has worked very hard to get accreditation but this is still awaited.  Official feedback to be given at the next meeting.	S Bolton	19/01/2010
<b>7. Feedback from NSSG [including the Internal Validation Feedback from Peer Review- see attached report]</b>			
Log No	Action	Lead(s)	Deadline
48	Geraint Hughes presented feedback. From LEAN there are steps forward to have EBUS commissioned across the Network. This is to be presented to the commissioning group. Parry Blaxill and Paul Plant are leading on this. Geraint Hughes is liaising with PET and Alliance Medical to have slots.  It was reported that the group did well in terms of peer review.  Regarding Pathology, this involves a major area of redesign and is ongoing. Geraint Hughes has sent what would be a common future state to each MDT lead.  Geraint Hughes to email this information to all Lung Cancer Nurses also.	G Hughes	19/01/2010
<b>8. Thoracic Support Nurse</b>			
Log No	Action	Lead(s)	Deadline
49	Geraint Hughes presented the results from LEAN which demonstrate a gap in service and support to unit patients whilst in Leeds for surgery. It was agreed that this needs to be equitable across all patients. It is yet to be decided where this gap is and how it can be filled and also what is missing currently in the service of surgical patients, both lung cancer and mesothelioma patients. The group decided that it would be useful to look at current Thoracic Nurses CNS's job descriptions.  Deborah Rowett to be involved in this work and to report back at the next meeting.	D Rowett	19/01/2010
50	Tracy Hiley to lead on the email from Geraint Hughes.	T Hiley	19/01/2010
51	John White to speak to the Thoracic Surgeons and PALS to ascertain exactly what complaints are involved with surgery and to find out what number of procedures are diagnostic, surgical resections or palliative procedures.	J White	19/01/2010

<b>9. MYH LCNS plastic contact cards</b>			
Log No	Action	Lead(s)	Deadline
52	Simon Bolton presented a review of the use of the LCNS contact card and the impact of interventions on hospital discharges. It was reported that £1,000 was received into the Network fund to produce the cards, based upon London research which stated that the LCNS should be informed by the end of the next working day of a patients admission.  Simon Bolton to reaudit in 12 months' time.	S Bolton	09/11/2010
53	John White is to continue evaluating this for Leeds using PPM.	J White	19/01/2010
<b>10. Vice-Chair Position Vacant</b>			
Log No	Action	Lead(s)	Deadline
54	Nicola Bell is happy to take this position however it is still open to applicants.  Anyone interested in becoming Vice Chair to email <a href="mailto:clair.irving@ycn.nhs.uk">clair.irving@ycn.nhs.uk</a> before the next meeting.	All	20/01/2010
<b>11. Any Other Business</b>			
Log No	Action	Lead(s)	Deadline
55	The taking of the minutes is to be rotated.	N/A	N/A
56	There has been a delay with starting PANDORA due to funding issues. It needs to be webhosted.	N/A	N/A

### Date of Next Meeting(s)

Tuesday 19th January 2010 12:30pm  
Seminar Room 2, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Tuesday 30th March 2010 12:30pm  
Seminar Room 2, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Monday 10th May 2010 12:30pm  
Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Monday 19th July 2010 12:30pm  
Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Monday 27th September 2010 12:30pm  
Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Monday 29th November 2010 2:00pm  
Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital