

Actions of the meeting held on  
Tuesday 30 March 2010, 12:30

Yorkshire Cancer Network

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

**Present:**

Ms C Waddington	Airedale NHS Trust
Ms K Henderson	Bradford Teaching Hospitals NHS Foundation Trust
Ms T Hiley (Chair)	
Mr J White	Leeds Teaching Hospitals NHS Trust
Mr S Bolton	Mid Yorkshire Hospitals NHS Trust

**Apologies**

Mrs M Adams, Ms A Ashcroft, Ms N Bell, Mrs M Coleman, Mrs G Hewson, Ms C O'Connor

<b>4. Patient Information Pathway - discuss progress</b>			
Log No	Action	Lead(s)	Deadline
74	Claire Waddington has started using the pathway when giving patients information; it is then put in the medical notes. This was not being used by any other member of the Airedale team and was felt not to be useful. All of the group are aware of this pathway as a resource, but it was felt it was of no use at present on a day to day basis.	N/A	N/A
<b>5. Programme ideas for Educational Event</b>			
Log No	Action	Lead(s)	Deadline
75	This has now been booked for 15th October 2010 at the Thackray Medical Museum, Leeds The group thanked Simon Bolton for arranging this.  The group decided that they would like to pay for this event from the Central Network Fund rather than the Charitable Fund.  Simon Bolton is to speak to Clair Irving to confirm the date.	S Bolton	15/04/2010
76	As the Educational Event is a joint event with the Thoracic group, members asked if this could be listed as an agenda item for the next NSSG, to encourage their involvement.  Clair Irving to add the Educational Event as an agenda item for the next Thoracic NSSG.	C Irving	18/06/2010
77	Again, it was mentioned that there should possibly be a focus on promoting the care of the Lung Cancer Patient in the community. One idea was to look at challenges faced by Community Nurses caring for Lung Cancer Patients. It was suggested that a District Nurse could speak and give their perspective.  Thompson Solicitors confirmed that they are happy to speak and present information regarding asbestos related lung cancer.  All members are to bring forward ideas on presentations and a title for the event to the next meeting.	All	10/05/2010

<b>6. Thoracic Support Nurse - update</b>			
Log No	Action	Lead(s)	Deadline
78	<p>Leeds has agreed to fund a Thoracic Support Nurse. The business case is being written by Andrew Thorpe, it will then be brought through the Thoracic NSSG Group to be signed by Richard Heaton and Tracy Hiley. A copy will also go to the YCN Board and to Leeds Trust.</p> <p>John White is still to receive surgical activity data from a number of Trusts, regarding numbers of surgical patients referred and any case studies or relevant information from patient surveys.</p> <p>All members are to send any such relevant information to John White ASAP to be added to the business case.</p>	All	ASAP
79	Clair Irving to keep this as a rolling agenda item.	C Irving	Ongoing
<b>7. Update of Nurse led follow up protocol - feedback of changes</b>			
Log No	Action	Lead(s)	Deadline
80	<p>Tracy Hiley, Katie Henderson and Nicola Bell have initially looked at the protocol and have made some amendments.</p> <p>The next stage is to meet with a Sub-group to take this work forward. The members will be Katie Henderson, Nicola Bell, Claire Waddington, Tracy Hiley and Angela Robinson.</p> <p>Katie Henderson is to email the Sub-group to arrange a meeting to complete this work.</p>	K Henderson	25/04/2010
81	The Sub-group are to feedback at the next meeting.	Sub-group	10/05/2010
<b>8. Review of Educational Tools</b>			
Log No	Action	Lead(s)	Deadline
82	<p>It was decided by the group that each Trust should be allocated a tool to review and update.</p> <p>See below;</p> <ul style="list-style-type: none"> <li>• TNM - Leeds Trust</li> <li>• Developing a Role in Lung Cancer Care - Calderdale Trust</li> <li>• Managing Recurrence - Mid Yorkshire Trust</li> <li>• Mesothelioma - Airedale Trust</li> <li>• Understanding Lung Cancer - Bradford Trust</li> <li>• EGFR - John White, Leeds Trust.</li> </ul> <p>When updated these are to be available as a resource on the YCN website.</p> <p>To be reviewed by the next meeting.</p>	All	10/05/2010
83	Clair Irving to add this item to the next agenda.	C Irving	10/05/2010

<b>9. Providing contact details for solicitors who specialize in Mesothelioma</b>			
Log No	Action	Lead(s)	Deadline
<b>84</b>	<p>Since the last meeting Simon Bolton has completed and distributed a questionnaire nationally to Lung CNS's to gain information with regards to their practice in terms of giving out solicitors details.</p> <p>Simon Bolton discussed the results of this questionnaire. He proposes to present the results at M-NAT meeting on the 27th May 2010. It was discussed how this could be taken forward, one suggestion was to present the findings at NLCFN conference this year and to look at producing patient information to go with contact details of solicitors.</p> <p>The group thanked Simon Bolton for carrying out this piece of work. The group agreed to cover travel expenses for Simon Bolton for the M-NAT meeting from the Network Fund.</p>	N/A	N/A
<b>10. Tina Greatorex award - setting criteria for applications</b>			
Log No	Action	Lead(s)	Deadline
<b>85</b>	<p>The group were informed that Simon Bolton had met with Ian Bailey and June Toovey. It was agreed that a sum of £1000 a year for the next 3 years would be allocated.</p> <p>The award will be called the 'YCN Tina Greatorex Cancer Nursing Development Fund Sponsored by Irwin Mitchell'.</p> <p>Simon Bolton is working on a proforma to apply to criteria for those who can apply for it. There will also be information about Tina Greatorex to promote the award. It will be advertised on the YCN website and it was suggested that it be launched at the YCN Lung Cancer Nurses Educational Event 2010.</p> <p>Applications for the award will go through a panel which will include June Toovey, a Lead Cancer Nurse, Simon Bolton, Ian Bailey and an individual from the university.</p>	N/A	N/A
<b>11. Follow up guidelines</b>			
Log No	Action	Lead(s)	Deadline
<b>86</b>	Clair Irving is to add this item to the next agenda.	C Irving	10/05/2010
<b>12. EBUS Patient Information - presentation of findings</b>			
Log No	Action	Lead(s)	Deadline
<b>87</b>	<p>Maggie Coleman had given her apologies for the meeting so was unable to present. However, she has fed back that Preston have been contacted and have stated that they have no patient information regarding EBUS. It was suggested that this could this be taken forward as a project at the Lilly Workshop.</p> <p>To discuss further at the next meeting.</p>	All	10/05/2010
<b>13. Ways of engaging LCN's who cannot attend meetings</b>			
Log No	Action	Lead(s)	Deadline
<b>88</b>	To add this to the agenda of the next meeting.	C Irving	10/05/2010

<b>14. Any Other Business</b>			
Log No	Action	Lead(s)	Deadline
89	A Lead Nurse from each Trust is now to attend the Nurse's group meetings, to act as a link for each site specific group. Janet Duerden from Airedale is to be the Lead Cancer Nurse to attend the Lung Nurses meeting, however she sent her apologies as she is unable to attend this meeting.	N/A	N/A
90	June Toovey has now approved funding for Pandora.  Tracy Hiley to ask June Toovey or Janet Duerden if they can attend the next meeting to inform the group about Pandora.	T Hiley	07/04/2010
91	The group were informed that they can now start using the patient information and protocol regarding solitary pulmonary nodules. The version emailed out to members has the Bradford trusts logo on, however members were encouraged to amend this to use within their own trusts.	N/A	N/A
92	Tracy Hiley informed the group that she had spoken to Pauline Atha at the YCN about the charitable fund. There is currently £4762 in the account (as from 31st December 2009) and although the money can be used, it will be frozen on the 31st March 2010 as the YCN are now going to have just one central pot of money used by all site specific groups to ensure equality across the groups. Any money made from future events will go into this central fund. If individuals need to request money from our fund please email Tracy Hiley to request these funds.	N/A	N/A

**Date of Next Meeting(s)**

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

Friday 15th October 2010 9:00am  
Thackray Medical Museum, Leeds [Educational Event]

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