

Present:

Ms A Harwood	Bradford Teaching Hospitals NHS Foundation Trust
Ms K Lilley	
Ms M Neary	
Ms L Williams	Calderdale and Huddersfield NHS Foundation Trust
Mr D Fox	Leeds Teaching Hospitals NHS Trust
Ms A Jones	
Ms J Myers	
Ms H Barker	Mid Yorkshire Hospitals NHS Trust
Ms E Jeffers (Chair)	York Hospitals NHS Trust
Mrs C Ferguson	Yorkshire Cancer Network
Mr G Hughes	
Mrs H Ryan	
Ms F Stephenson	
Mr B Tinkler	

1. Apologies

Ms L Booth, Mr P Melling

4. Peer Review			
Log No	Action	Lead(s)	Deadline
56	Head and Neck - 1A-253 - Designated Hospitals - Policy and distribution in the Network To confirm with Fiona Stephenson if Airedale and Harrogate are designated hospitals for diagnosis and investigation of head and neck cancer and the designated lead clinicians.	H Knapman & L Booth	March 2007
57	Head and Neck - 1A-254 - Neck Lump Clinics - Distribution in the Network To send Fiona Stephenson updated Leeds neck lump clinic information.	J Myers	30/03/2007
58	Head and Neck - 1A-254 - Neck Lump Clinics - Distribution in the Network To confirm with Fiona Stephenson York neck lump clinic details.	E Jeffers	March 2007
59	Head and Neck - 1A-259 - Internal Referral Guidelines for Non-Designated Clinicians To confirm with Fiona Stephenson the neck lump clinics that Airedale and Harrogate refer neck lump patients to.	H Knapman & L Booth	March 2007
60	Thyroid To bring forward next YCN Thyroid and Endocrine Group meeting (originally scheduled for 23rd May 2007) to allow for preparation of evidence prior to Peer Review visits.	H Ryan	March 2007
61	Thyroid To confirm with Helen Ryan Trust Lead Thyroid Surgeon to help with specialist Thyroid MDT discussions at the next NSSG meeting.	Lead Managers	30/03/2007

Lead Managers Group : Actions of the meeting held on Wednesday 21st March 2007 1:30 pm

4. Peer Review			
Log No	Action	Lead(s)	Deadline
62	Colorectal - 2D-251 - One years cancer registry return percentage To clarify with Philip Melling the evidence required to comply with the cancer registry measure.	B Tinkler	March 2007
63	Haematology Action Plan To submit the final Haematology report and action plan to the North Zone Cancer Peer Review Team for sign-off at the Reference Group meeting on 23rd March. The final report and action plan will be published at the end of March.	F Stepehnsen	March 2007
5. Improving Outcomes Guidance Update			
Log No	Action	Lead(s)	Deadline
64	5.1 Skin To submit the final Skin Cancer Action Plan to the Department of Health by the end of March.	B Tinkler	March 2007
65	5.2 Children and Young People The baseline assessments for the principal treatment centres, teenage and young people units and the Network have been submitted and analysed by the National Advisory Group. Further analysis of workforce data submitted is underway by Yorkshire and the Humber SHA by 13th April. The Humber and Yorkshire Specialist Commissioning Group, on behalf of the Cancer Action Team is undertaking a piece of work to develop an options appraisal of the two Principal Treatment Centres in Yorkshire & Humber SHA, that is Leeds and Sheffield. The Department of Health intends to issue guidance on the production of the action plan by the end of April and have submissions by September 2007. Trusts who either provide shared care or do not want to provide shared care across the YCN will be asked to confirm the level of service that is IOG compliant and consistent with the national definition of shared care. Network to keep Lead Managers informed of progress.	F Stephenson & B Tinkler	Review at next meeting (11/07/2007)
66	5.3 Head & Neck To resubmit the Action Plan to the Department of Health once definitions for primary and secondary surgery have been agreed.	B Tinkler	March 2007

6. Service Improvement Update			
Log No	Action	Lead(s)	Deadline
67	<p>Improving In-patient Experience</p> <p>The CSC 'IP', DH and Cancer Action Team are working together on Improving inpatient experience: Meeting the Challenge of Inpatients.</p> <p>This is the third phase of testing improvements with organisations and will build upon the current testing work that has already identified potential benefits of improving the inpatient experience. The next stage aims to expand and broaden the scope of this work building on the successful work and models already established in emergency and elective care and aligning work with other key work-streams focused in this area.</p> <p>To circulate in-patient workstream correspondence and application forms for expressions of interest to Lead Managers.</p>	C Ferguson	March 2007
9. Thoracic Surgery Pathways			
Log No	Action	Lead(s)	Deadline
68	<p>The meeting was joined by Alison Harwood, Geraint Hughes, Amanda Jones and Kate Lilley.</p> <p>Geraint Hughes presented an audit of variances from the YCN 'timed' lung cancer pathway (thoracic surgery) agreed at the clinical pathway workshop in October 2006.</p> <p>Leeds to work with Lead Managers and YCN Service Improvement Team to produce a detailed parallel administration/ clinical process map from MDT discussion to surgical outpatients.</p>	Lead Managers & G Hughes	End April 2007
69	To circulate Leeds current thoracic surgical pathway in preparation for the meetings with Cancer Lead Managers.	J Myers	March 2007
70	To re-audit the working of the YCN 'timed' lung cancer pathway (thoracic surgery) once mapping work is complete and present at a clinical pathway workshop in late summer 2007.	G Hughes	June 2007
10. Any Other Business			
Log No	Action	Lead(s)	Deadline
71	<p>Drug Approval Committees</p> <p>To circulate the drug approval principles discussed with North Yorkshire and York PCT for information and to ensure consistency across the Network.</p>	B Tinkler	March 2007

Date of Next Meeting(s)

Wednesday 11th July 2007 1:30 pm
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital

Wednesday 19th September 2007 1:30 pm
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital

Wednesday 5th December 2007 1:30 pm
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital