

**Actions of the meeting held on
Tuesday 14 April 2009, 13:30**

Yorkshire Cancer Network

Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital

Present:

Ms D Gulliford	Airedale NHS Trust
Ms L Booth	Harrogate and District NHS Foundation Trust
Ms B Martin	
Ms A Craig	Leeds Teaching Hospitals NHS Trust
Ms M Hayes (Chair)	Mid Yorkshire Hospitals NHS Trust
Mrs C Ferguson	Yorkshire Cancer Network
Mr P Melling	
Mrs H Ryan	
Mr D Thomson	
Mr B Tinkler	

Apologies

Ms G Hollingsworth, Ms F Stephenson, Ms A Walton

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. To circulate David Thomson's presentation on YCN Chemotherapy Update given at the last meeting.	H Ryan	April 2009
3. Matters arising			
3.1 Commissioning Proposals for CAT			
Log No	Action	Lead(s)	Deadline
2	In response to a call for expressions of interest from the National Cancer Action Team to support World Class Commissioning, two pilot proposals have been submitted: 1] Commissioning cancer pathways (translating cancer pathways into contracts) a) colorectal and sarcoma cancer pathways and b) supporting non standard models of care in Breast Follow-Up, HMDS community monitoring and late effects. 2] Costing the colorectal pathway. To circulate the proposals with the action log for information.	H Ryan	April 2009

4. Co-payment			
Log No	Action	Lead(s)	Deadline
3	<p>David Thomson gave an update on the Network paper on the Implementation of the Co-payment Guidance issued by the Department of Health.</p> <p>The Network has sought legal opinion on the Network paper and a substantive legal response has been received which will be taken into consideration in updating the paper.</p> <p>The SHA is now taking a lead on this.</p> <p>The Board continue to discuss the practical implications for clinicians in particular on how to manage this advice. The Board are clear that the objective of the advice from the Network was to provide guidance for how clinicians in organisations across the Network might interpret the guidance.</p> <p>The Board asked for practical concerns to be raised for consideration at the meeting with the SHA:</p> <p>1] Indemnity arrangements for clinicians 2] consistency of advice on cost and benefits of particular treatments 3] Impact on patient pathways</p> <p>To keep the group updated.</p>	B Tinkler/ D Thomson	On-going
5. Peer Review Information Update			
Log No	Action	Lead(s)	Deadline
4	<p>Commissioners have asked for an update from Trusts on internal validation and timetable.</p> <p>Fiona Stephenson has received an update on progress from Airedale, Mid Yorkshire and York. An update from Bradford, Calderdale and Huddersfield, Harrogate and Leeds is awaited on:</p> <p>For those MDT's being visited:</p> <p>a) the self assessment cut off date</p> <p>b) If these MDT's will be included in the internal validation process at all, or is it anticipated that the Zonal Team will do this in February 2010.</p> <p>To respond directly to Fiona Stephenson.</p>	G Hollingsowth, A Walton, L Booth & A Craig	30/04/2009
5	<p>Training on the new process for validation panels - The YCN has asked the Zonal Team and if they are available the YCN will arrange a couple of sessions if required.</p> <p>Trusts will then co-ordinate their own briefings.</p> <p>To inform the YCN of Trust internal validation panel dates when available so that the YCN can arrange a representative to attend.</p>	All	On-going
6	<p>Colin Sloane and Fiona Stephenson are arranging User Involvement Training for July 2009.</p> <p>Nominations for user involvement training to the YCN.</p>	All	On-going

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6. Improving Outcomes Guidance Update			
Log No	Action	Lead(s)	Deadline
7	<p>•Head and Neck</p> <p>Bradford Head and Neck Service for Airedale and Calderdale and Huddersfield - A formal meeting will take place on 24th April 2009 between the YCN and senior representatives from Bradford Teaching Hospitals NHS Foundation Trust and Bradford and Airedale Teaching PCT to get a position statement in order to give assurances to Calderdale and Huddersfield NHS Foundation Trust that the service will be compliant.</p> <p>Mid Yorkshire and Leeds Head and Neck Service - Issues have now been resolved. A meeting is scheduled between clinical and managerial representatives from Mid Yorkshire and Leeds shortly.</p> <p>To keep the group updated.</p>	B Tinkler	On-going
8	<p>•Upper GI</p> <p>Pancreatic surgery for Airedale, Bradford and Calderdale and Huddersfield patients - Outstanding issues are around Leeds surgeon capacity.</p> <p>There will be an external review of the pancreatic service at Leeds, initiated by the Specialist Commissioning team.</p> <p>To keep the group updated.</p>	B Tinkler	On-going
9	<p>•Skin, Sarcoma and Children and Young People</p> <p>Outstanding issues are finalisation of the community model for Skin and the specialist MDT for Skin, Sarcoma and Children and Young People. Discussions on funding of these services are being taken forward by Leeds PCT and Specialist Commissioners.</p> <p>Work is continuing on the shared care for Children and Young People. Patients are now being referred to the MDT at Leeds.</p> <p>To discuss with Lead Clinicians levels of shared care for TYA delivery provided by individual Trust and reply to the YCN.</p>	All	On-going
10	<p>•Supportive and Palliative Care</p> <p>June Toovey is leading on the implementation of the Supportive and Palliative Care Guidance. A risk assessment has been circulated to Lead Managers for completion.</p> <p>To keep the group updated.</p>	B Tinkler	On-going
11	<p>•Brain and CNS</p> <p>Carol Ferguson and Lorraine Cooper have visited the provider organisations to confirm the process for identifying the patients with brain tumours (primary or mets).</p> <p>The next implementation meeting will take place on 1st May 2009 at 10.00am followed by a NICE Metastatic Spinal Cord Compression Guidance Event.</p> <p>To keep the group updated.</p>	B Tinkler	On-going

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7. Lung			
Log No	Action	Lead(s)	Deadline
12	<p>Carol Ferguson gave an update and lessons learned so far on the Lung Cancer Pathway Rapid Improvement Events in conjunction with Lean Healthcare Academy.</p> <p>In view of the overall timescale for the work programme, the project team is offering a further half day session on the morning of Friday 8th May at Weetwood Hall Hotel in Leeds. The purpose will be to feedback learning and good practice from the early Rapid Improvement Events and to help inform preparation and planning for those organisations coming later in the overall programme.</p> <p>To keep the group updated.</p>	C Ferguson	On-going
8. Radiology Group			
Log No	Action	Lead(s)	Deadline
13	<p>The Radiology Group (previously the YCN Imaging Group) have revised Terms of Reference and membership to refocus its work programme. The initial work programme will concentrate on improved working of Multi Disciplinary Teams, radiology implications and impact of implementing the Improving Outcomes Guidance for Brain and CNS cancers and Sarcoma plus NICE guidance on Metastatic spinal cord compression.</p> <p>A letter will shortly be circulated to the Directors of Radiology copied to the Cancer Lead Managers and Clinicians for nominations to attend the group.</p> <p>To ensure representative from individual Trusts attend the YCN Radiology Group.</p>	All	On-going
9. Trust Key Issues Update including Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
14	Each Cancer Lead Manager present gave an update on the current cancer waiting times position and the following trust key issues:	N/A	N/A
15	<p>•Leeds</p> <p>Difficulty capturing the subsequent treatments for surgery. Plan for an electronic booking form on PPM.</p> <p>Fourth member of staff has joined the PPM team, the backlog has been cleared.</p> <p>Meetings are arranged to discuss the brain IOG.</p> <p>Work is required on the Leeds sarcoma pathway.</p> <p>Krystina Kozlowska has been appointed as Lead Nurse and will take on the post in May/ June.</p> <p>Letters have been circulated for Leeds internal validation peer review panel.</p>	N/A	N/A

9. Trust Key Issues Update including Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
16	<p>•Airedale</p> <p>Airedale want to go with Bradford on PPM. A project group has been arranged to take this forward.</p> <p>Panel dates have been arranged for internal validation process for Peer Review.</p> <p>Draft action plan for NCAG has been produced.</p>	N/A	N/A
17	<p>•Harrogate</p> <p>Putting together a business case for PPM.</p> <p>Liz Booth and Beth Martin are sharing cancer lead manager work for the time being.</p> <p>Put forward a business case to support benign upper GI disease to release time to concentrate on the upper and lower GI cancer patients.</p> <p>Investment gained for psychology services. Looking at a service model.</p> <p>Work is on-going with Peer Review and bowel screening.</p>	N/A	N/A
18	<p>•Mid Yorkshire</p> <p>Lung Cancer Team have been nominated in the category of User Involvement for the Mid Yorkshire 'My Star of the Year' Awards.</p> <p>For Peer Review, meetings will take place in June of the cancer teams and the non-executive director on the internal validation panel. Validation panels will be in the first 2 weeks of September.</p> <p>A user event was held for patients in the upper GI service. Feedback is awaited.</p> <p>A Service Improvement Facilitator has been appointed.</p> <p>Read access for PPM is almost finalised. Need to produce a business case for write access to PPM.</p> <p>A business case for e-prescribing of chemotherapy has been presented to the Trusts capital focus group, and further questions were raised and need to be answered.</p> <p>Plans are progressing to develop the cancer centre at Dewsbury.</p> <p>A job description for a Lead Cancer Nurse has been produced.</p> <p>Looking at oncology services with reference to NCAG and other issues, putting together a job description for a Lead Oncology Nurse.</p>	N/A	N/A

Date of Next Meeting(s)

Tuesday 16th June 2009 1:30pm
Kingswood House Surgery, 14 Wetherby Road, Harrogate, HG2 7SA

Thursday 17th September 2009 2:00pm
Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital

Wednesday 18th November 2009 2:00pm
Kingswood House Surgery, 14 Wetherby Road, Harrogate, HG2 7SA

Wednesday 16th December 2009 2:00pm
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