

Lead Managers Group



Actions of the meeting held on
Tuesday 16 June 2009, 13:30

Yorkshire Cancer Network

Kingswood House Surgery, 14 Wetherby Road, Harrogate, HG2 7SA

Present:

Ms G Hollingsworth	Bradford Teaching Hospitals NHS Foundation Trust
Ms A Walton	Calderdale and Huddersfield NHS Foundation Trust
Ms B Martin	Harrogate and District NHS Foundation Trust
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	
Ms F Stephenson	
Mr B Tinkler	

Apologies

Ms L Booth, Ms D Gulliford, Mrs H Ryan

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
19	The action log from the last meeting was agreed as an accurate record.	N/A	N/A
3. Matters arising			
Log No	Action	Lead(s)	Deadline
20	<ul style="list-style-type: none">Commissioning Proposals for CAT <p>Mr Tinkler reported that both the proposals discussed at the last meeting had been accepted by the CAT with minor amendments.</p> <p>The proposals are now moving into the implementation phase.</p> <p>To keep the group updated with future progress.</p>	B Tinkler	Review 17/09/2009

4. Peer Review Information Update			
Log No	Action	Lead(s)	Deadline
21	<p>Fiona Stephenson gave the group a general peer review update.</p> <ul style="list-style-type: none"> • All Trusts are working on self-assessments and setting up internal validation panels • Awaiting final panel dates from Leeds, Harrogate and Calderdale-Huddersfield • Network evidence will be available by the end of August in line with the self-assessment deadline • There has been good engagement from clinicians in the setting up of validation panels. • The Zonal Team have been helpful in answering problems and questions so far • User Partnership Group training has been arranged for July • Validation Panel training has been arranged for the 4th August in Leeds. • CQUINS is starting to build up a resource of documentation from Trusts and Networks already starting the review process • The YCN has recruited Helen Ryan to the post of Peer Review Support Manager to co-ordinate the peer review process within the Network <p>To circulate the programme and venue details of the validation panel training workshop on the 4th August 2009.</p>	H Ryan	26/06/2009
5. Feedback from Lung Rapid Improvement Events			
Log No	Action	Lead(s)	Deadline
22	<p>Carol Ferguson gave a feedback report on the Lung Cancer Pathway Rapid Improvement Events in conjunction with Lean Healthcare Academy.</p> <p>All Trusts were thanked for engaging with the process and allowing good attendance.</p> <p>Harrogate will be the last Trust to undergo their rapid improvement event at the end of June. All other Trusts have completed their initial events.</p> <p>The initial mapping has identified some common themes and highlighted how much time and effort is put into micro managing the lung pathways in each organisation. This is not sustainable.</p> <p>Some Trusts have identified major pathway redesign is required whilst others have less change required.</p> <p>Work has focussed on the early part of the diagnostic pathway in an attempt to reduce the pathway to between 7-10 days.</p> <p>Pathology turnaround times are a major issue for everyone and detailed work with the LTHT pathology department is scheduled.</p> <p>The next steps include presenting feedback to the YCN Board at their July meeting and a bigger lessons learned event in the autumn for all participants.</p> <p>All to continue work on their Action Plans</p>	All	Review 17/09/2009
23	To work with Locality Groups with producing and implementing action plans.	All	Review 17/09/2009

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5. Feedback from Lung Rapid Improvement Events			
Log No	Action	Lead(s)	Deadline
24	To arrange and publicise the Network wide feedback event.	C Ferguson	July 2009
5.1 Lung Cancer Follow-up Patients			
Log No	Action	Lead(s)	Deadline
25	<p>Angie Craig raised the issue of follow-up of lung cancer patients following the LTHT rapid improvement event.</p> <p>To invite John White, Lead Lung Cancer CNS from Leeds to speak to the Commissioning Group at their meeting in July on the issue of follow-up.</p>	C Ferguson	25/06/2009
6. Improving Outcomes Guidance Update			
Log No	Action	Lead(s)	Deadline
26	<p>• Supportive and Palliative Care</p> <p>June Toovey is leading on the implementation of the Supportive and Palliative Care Guidance.</p> <p>Concerns have been raised about achieving the implementation by the end of December 2009.</p> <p>To contact June Toovey for any advice or support with implementing the supportive and palliative care guidance.</p>	All	Review 17/09/2009
27	<p>• Upper GI and Pancreatic</p> <p>The last NSSG meeting raised issues around the pathways. Two main areas of concern.</p> <p>1) Mid Yorkshire - Leeds transfer of work where the issues are significant. Joint locality working will be arranged through the commissioners.</p> <p>2) Bradford - Leeds full transfer of all surgical cases. A joint meeting has been arranged for mid July to resolve the issues and Professor Lodge in Leeds has an additional all day theatre list on a Friday to undertake the additional Bradford surgical workload.</p> <p>To keep the group updated.</p>	B Tinkler	Review 17/09/2009
28	<p>• Brain and CNS</p> <p>Carol Ferguson reported that the Network still needed named leads for Brain & CNS cancers for all Trusts.</p> <p>Leeds, Mid Yorkshire and Calderdale-Huddersfield to forward named leads to Lorraine Cooper at the Network.</p>	Leeds, Mid Yorkshire and Calderdale-Huddersfield	25/06/2009
29	<p>• Skin</p> <p>Barry Tinkler reported that NICE are due to publish some revised guidance to clarify the community skin cancer issues following a recent meeting between the Royal College of GPs and the British Association of Dermatologists.</p> <p>To circulate the guidance update when published.</p>	H Ryan	Review 17/09/2009

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7. Laparoscopic Colorectal			
Log No	Action	Lead(s)	Deadline
30	<p>Barry Tinkler reminded the group of the recently circulated Cancer Action Team questionnaire on laparoscopic colorectal surgery.</p> <p>To complete and return the questionnaires (if not already done so).</p>	All	25/06/2009
8. Going Further on Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
31	<p>Philip Melling explained the attached CWT paper.</p> <p>He reported that performance against the new standards was generally better than expected.</p> <p>He highlighted one or two areas that needed attention.</p> <p>1) All Trusts to begin uploading data on two week appointments for all breast symptoms.</p> <p>2) All Trusts to review their procedures for capturing all subsequent treatments because the numbers for some are lower than might be expected.</p> <p>To keep the group updated on future performance.</p>	P Melling	Review 17/09/2009
9. Trust Key Issues Update			
Log No	Action	Lead(s)	Deadline
32	<p>• Harrogate</p> <p>2ww issues with patients being unavailable for appointments due to holidays etc..</p> <p>Working through current problems with the 31/62 performance in Urology</p> <p>Internal monitoring of the 14 day breast symptoms standard shows good performance</p> <p>Peer review self-assessments are ongoing</p> <p>The bowel screening service has begun</p> <p>Implementation of a read-only PPM instance is progressing</p>	N/A	N/A
33	<p>• Mid Yorkshire</p> <p>Urology have completed their peer review self-assessment</p> <p>Internal validation dates have been set</p> <p>The chemotherapy working group is working on the acutely ill patient policy and the NCAG gap analysis</p> <p>Upper GI continues to be a challenge and work is ongoing for a joint event at the end of July with Leeds</p> <p>Hopeful of making a new Oncology appointment for breast cancer services</p>	N/A	N/A

9. Trust Key Issues Update			
Log No	Action	Lead(s)	Deadline
34	<p>• Bradford</p> <p>Peer review evidence has been developed and validation panels have been arranged for the second week in September</p> <p>PPM implementation is progressing and Phase 1 is due to be delivered by the end of September.</p> <p>Lead Cancer Nurse post will be advertised soon.</p> <p>Information and Administration Manager post has been advertised this week</p> <p>Action plans for Haematology/Oncology pathway re-organisation have been developed</p> <p>New site-specific cancer leads have been appointed</p>	N/A	N/A
35	<p>• Leeds</p> <p>Similar issues to everyone around 2ww where patients are unavailable for appointments within target</p> <p>95% performance for the 14 and 31 day standards</p> <p>Predicted 86% performance for 62 days in Q1 2009/10</p> <p>Peer review evidence is progressing and most MDTs have produced SOPs and Annual Reports</p> <p>Bowel screening is now live in Leeds</p> <p>Histopathology issues and developing a bid to DH for a pilot looking at using lean principles.</p>	N/A	N/A
36	<p>• Calderdale-Huddersfield</p> <p>Peer review work is ongoing and the new Lead Nurse (Alison Harwood) is taking the lead.</p> <p>Internal validation meetings have been arranged for 8/9th September</p> <p>Contract signed with Varian to supply an e-prescribing solution</p> <p>PPM is now live and roll-out is starting on a team-by-team basis</p> <p>2 new Haematology consultants start work at the end of June</p> <p>Similar problems with 2ww appointments for patients being unavailable</p> <p>Need clarity on shared breaches for bowel screening on the basis of commissioning</p>	N/A	N/A

10. Any Other Business			
Log No	Action	Lead(s)	Deadline
37	<ul style="list-style-type: none"> • Local Awareness and Early Detection Initiative (LAEDI) Proposal <p>Fiona Stephenson circulated a Network proposal to look at awareness and early detection across the Network.</p> <p>The proposal has two parts:</p> <ol style="list-style-type: none"> 1) To collect a baseline of cancer awareness within the Network using a recently developed and validated "Cancer Awareness Measure" 2) Complete detailed pathway analysis on colorectal emergency admissions using a prospective MDT alert process <p>To circulate the proposal in electronic format.</p>	H Ryan	25/06/2009
38	<ul style="list-style-type: none"> • Cancer Commissioning Toolkit Training <p>Philip Melling reminded the group of the training arranged for the 30th June and asked Trusts to send nominated names to attend the training to him as soon as possible.</p> <p>Bradford, Harrogate and York to send nominations to Philip Melling.</p>	Bradford, Harrogate and York	25/06/2009

Date of Next Meeting(s)

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

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