

Present:

Ms J Duerden	Airedale NHS Trust
Ms L McDonald	Macmillan Cancer Support (York Office)
Ms S Walker	Mid Yorkshire Hospitals NHS Trust
Ms R Donaldson	North Yorkshire and York PCT
Ms V Taylor	University of Bradford (Trinity Road)
Mrs C Miller	York Hospitals NHS Trust
Miss L Carroll	Yorkshire Cancer Network
Mrs J Toovey (Chair)	

1. Apologies

Ms T Adams, Ms D Adlard, Ms P Middlebrook, Ms S Scales

4. Review of NMC document			
Log No	Action	Lead(s)	Deadline
107	<p>Standards to support learning and assessment in practice for mentors, practice teachers and teachers were published by the NMC at the end of 2006.</p> <p>University of Leeds and Bradford are producing competencies so people can become a sign-off mentor.</p> <p>A new model across Bradford, Huddersfield and Leeds called Supporting Learning in Practice will commence in September 2007. Colleagues who undertake this module will become a mentor.</p> <p>To contact NMC regarding competencies being mapped to the Skills for Health.</p>	J Toovey	Review 09/05/2007
5. Communication Skills Training			
Log No	Action	Lead(s)	Deadline
108	<p>The National Advanced Communication Skills Training Plan has been accepted. £42,155 has been provided from the CAT to deliver Advanced Communication Skills Training across the YCN, HYCCN and NTCN. Due to population size the YCN will be entitled to 48% of the places on training/money available.</p> <p>A meeting to discuss sustainability of ACST and how this money will be spent is taking place on Monday 23rd April 2007. To provide an update at the next meeting in May 2007.</p>	J Toovey	Review 09/05/2007

5.2. Sustaining ACST across the Network			
Log No	Action	Lead(s)	Deadline
109	<p>Members agreed that option four (To develop a coordinated and sustainable approach across the YCN that is administered by the Network) in the Providing sustainable Advanced Communication Skills Training across the YCN paper is the best approach.</p> <p>Harrogate has some charitable money that can be used to put two of their CNS's through the McGuire and Train the Trainer programme.</p> <p>The Network will have to consider how they make the use of the ACST trainers to ensure equitability approach and access to places.</p>	J Toovey	Review 09/05/2007
5.3. Criteria for chosing			
Log No	Action	Lead(s)	Deadline
110	To circulate the paper YCN process and criteria for allocating places on the Advanced Communication Skills Training (ACST) Programmes.	L Carroll	09/03/2007
111	Lead Nurses to discuss with their organisations how many colleagues their Trust could potentially release each year to undertake the ACST and inform Lucy Carroll. This will then help determine how many courses should be held each year.	Lead Nurses	30/03/2007
6. CNS role discussion paper			
Log No	Action	Lead(s)	Deadline
112	To remove draft from the CNS Role discussion paper and circulate with the agreed KSF levels and suggested job plan (including timings) to the CNS's (via the Lead Nurses), YCN Nursing Groups, Nurse Directors and Sue Proctor (SHA) for their views.	J Toovey	Review 09/05/2007
113	To contact the Cancer Nursing Practice regarding writing an article based on the paper.	J Toovey	Review 09/05/2007
114	To identify where the CNS Role Discussion paper fits in with the Vision and Action Plan.	J Toovey	Review 09/05/2007
7. Vision and Action plan priorities			
Log No	Action	Lead(s)	Deadline
115	Members agreed that it was very difficult to prioritise the sections of the Cancer Nursing Vision and Action Plan as many of them interlink. June Toovey agreed to add the timescales to the document and circulate.	J Toovey	review 09/05/2007
8. Cancer Care Education Programme - Update			
Log No	Action	Lead(s)	Deadline
116	<p>It was agreed where possible two people will review each session.</p> <p>Lead Nurses to ask their Lead Chemotherapy Nurses for volunteers to review the principles and effects of chemotherapy, cancer causes and behaviour and diagnosing and staging sessions.</p>	Lead Nurse	09/03/2007
117	To ensure each section of the Cancer Care Education programme is reviewed by May 2007.	J Toovey	Review 09/05/2007
118	Cath Miller to ask Judith Seagrave to review the principle of effective communication session.	C Miller	16/02/2007

8. Cancer Care Education Programme - Update			
Log No	Action	Lead(s)	Deadline
119	Cath Miller to ask the Uork Psychology team to review the Psychological aspects of cancer care session.	C Miller	16/03/2007
9. Implementating supportive and palliative care guidance (T10 action plan) update			
Log No	Action	Lead(s)	Deadline
120	At the Network Development Programme taking place on Thursday 8th March 2007 the 10 indicators for the Supportive and Palliative Care for IOG will be provided. June Toovey to circulate this information to the Lead Nurses when received.	J Toovey	12/03/2007
121	To meet with the Nurse Directors of the PCT to discuss making effective links for cancer nursing and AHPs within the PCT, moving services into PCTs and the supportive and palliative care guidance.	J Toovey	Review 09/05/2007
10. Nursing elements of the outcome guidance			
Log No	Action	Lead(s)	Deadline
122	A discussion on how the nursing elements of the IOG can be approached took place. It was agreed that a meeting for the Skin Nurses to discuss the IOG and CNS role across the network should be held in May 2007. Lead Nurses willing to take part in this meeting to contact Lucy Carroll.	Lead Nurses	Review 09/05/2007
12. Any Other Business			
Log No	Action	Lead(s)	Deadline
123	To remove Ruth Donaldson from the YCN distribution lists and replace with Trudy Balderson, Adult Services Manager as an interim contact for the PCT.	L Carroll	08/03/2008

Date of Next Meeting(s)

Wednesday 16th May 2007 10:00 am
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital

Wednesday 20th June 2007 10:00 am
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital

Wednesday 19th September 2007 10:00 am
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital

Wednesday 17th October 2007 10:00 am
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital

Wednesday 5th December 2007 10:00 am
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital