

Present:

Ms J Duerden	Airedale NHS Trust
Mrs A Harwood	Calderdale and Huddersfield NHS Foundation Trust
Ms R Hollis	Leeds Teaching Hospitals NHS Trust
Ms K Kozłowska	
Mrs T Goldsbrough	York Hospitals NHS Foundation Trust
Miss E Jehan	Yorkshire Cancer Network
Mrs J Toovey (Chair)	

Apologies

Ms P Middlebrook, Dr V Taylor

1. Welcome and Apologies			
Log No	Action	Lead(s)	Deadline
124	June Toovey welcomed the Group and round table introductions were made.	N/A	N/A
2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
125	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
126	<p>► Nurse Group Support</p> <p>It was brought to the attention of the Group that Lead Nurse support of the Lung Nurses Group was not agreed at the last meeting.</p> <p>Janet Duerden agreed to support the Lung Nurses Group.</p> <p>To add Janet Duerden to the Lung Nurses Group membership.</p>	E Jehan	24.03.2010
127	To write to the Lung Nurses Group Chair.	J Toovey	24.03.2010
3.1 Trust Lead Nurse posts - update			
Log No	Action	Lead(s)	Deadline
128	<p>► Mid Yorks</p> <p>Marie Wilde reported that she has been appointed as Lead Nurse at Mid Yorkshire. This is a part time 6 month secondment post.</p> <p>► Bradford</p> <p>June Toovey reported that Bradford have not yet appointed their Lead Nurse post.</p> <p>To add Marie Wilde to the Lead Nurse Group membership.</p>	E Jehan	24.03.2010
129	To discuss the Bradford post with Sally Scales.	J Toovey	24.03.2010

3. Matters arising			
3.1 Trust Lead Nurse posts - update			
Log No	Action	Lead(s)	Deadline
130	To update the Group as necessary.	J Toovey	Ongoing
4. Cancer Nursing Strategic Development Plan			
Log No	Action	Lead(s)	Deadline
131	<p>June Toovey reported that she has made the final changes to the Cancer Nursing Strategic Development Plan and will send it to the Group for final sign off.</p> <p>To send the final draft Cancer Nursing Strategic Development Plan to the Group for agreement.</p>	J Toovey	24.03.2010
132	<p>► Cancer Nursing Vision & Action Plan and Progress Report</p> <p>June Toovey tabled the Cancer Nursing Vision & Action Plan and Progress Report and the Group made final changes.</p> <p>To upload the Cancer Nursing Vision & Action Plan and Progress Report to the YCN website.</p>	E Jehan	24.03.2010
4.1 Education Sub Group			
Log No	Action	Lead(s)	Deadline
133	<p>The Group were asked to nominate colleagues to join the Education Sub Group.</p> <p>To forward names of interested colleagues to Emma Jehan (emma.jehan@ycn.nhs.uk).</p>	All	24.03.2010
4.2 Implementation			
Log No	Action	Lead(s)	Deadline
134	<p>June Toovey informed the Group that the Cancer Nursing Strategic Development Plan will form the agenda of future meetings.</p> <p>The Group discussed the dissemination of the Strategic Development Plan and agreed it should be made available on the YCN website and should be circulated to:</p> <ul style="list-style-type: none"> • Lead Managers • Commissioners • Directors of Nursing • Locality Group Chairs <p>The Lead Nurses agreed to present the Strategic Development Plan at their CNS meetings.</p> <p>To upload the Strategic Development Plan to the website and circulate to the agreed Groups.</p>	E Jehan	24.03.2010
135	<p>It was agreed to send the Strategic Development Plan to the Nurse Group Chairs with a request for them to incorporate aspects of it into their Work Programme. The Group agreed to ask the Chairs for a formal response to the request.</p> <p>To write to the Nurse Group Chairs.</p>	J Toovey	24.03.2010

5. Cancer Nursing Role Development			
5.1 PANDORA			
Log No	Action	Lead(s)	Deadline
136	<p>June Toovey informed the Group that the contract with Thinking Fish for hosting PANDORA has now been signed.</p> <p>Innovations London have been put in contact with NHS Calderdale to sign the contract.</p> <p>The Group discussed which sites PANDORA should be used in; the Group agreed it should be offered to all Nurses Groups with a focus on Colorectal, Upper GI, Gynae, Urology, Breast and Lung.</p> <p>To update the Group as necessary.</p>	J Toovey	Ongoing
5.2 CNS role impact and evidence			
Log No	Action	Lead(s)	Deadline
137	<p>June Toovey reported that at the first meeting the Group had looked at possible outcomes.</p> <p>The Group were informed that there had been a poor turn out at the meeting and were asked to encourage colleagues to attend the next meeting on Monday 19th April, 1-3pm in the Bexley Wing.</p> <p>June Toovey tabled the recently developed Supportive Care and Rehab pathway for Head and Neck Patients - Nursing Input. The Group discussed how this Nursing Input pathway could be developed for all CNSs and then sit behind the clinical pathway. The Rehab Pathway will be linked to the Clinical Pathways in the same way that the Information Pathways have been linked.</p> <p>The Group agreed in the first instance for Alison Harwood to take the Nursing Input Pathway to the upcoming Head & Neck Specialists meeting and then for it to be taken to all Nurse Group meetings.</p> <p>To take the Nursing Input pathway to the Head and Neck Specialists meeting.</p>	A Harwood	31.03.2010
138	To update the Group at the next meeting.	J Toovey / A Harwood	21.04.2010
6. IOG Implementation			
6.1 Holistic Assessment			
Log No	Action	Lead(s)	Deadline
139	<p>The Group were informed that the North Trent Network are using a tool called SPARK developed by the University.</p> <p>Krystina Kozlowska informed the Group that Leeds are looking into building the Holistic Needs Assessment into PPM, following discussion with Martin Waugh this is likely to need 3 years funding. June Toovey agreed to ask about the possibility of Service Improvement funding being available to fund this work.</p> <p>To discuss with Carol Ferguson, YCN Service Improvement Lead and feedback to Krystina Kozlowska.</p>	J Toovey	31.03.2010

7. Communication Skills Training			
7.1 Network Sustainability - agree new facilitators			
Log No	Action	Lead(s)	Deadline
140	<p>The Group were informed that the project work looking into alternative ways to deliver ACST is moving forward and Annie Topping is currently drafting a module specification.</p> <p>The Group discussed and agreed the 5 new facilitators to begin training; 1 from Bradford, 2 from York, 1 from Mid Yorks and 1 from Calderdale & Huddersfield.</p> <p>To update the Group on the sustainable delivery project at the next meeting.</p>	J Toovey	21.04.2010
141	Group members to confirm facilitators to June Toovey.	J Toovey	Ongoing
8. Cancer Nurses Time Out			
Log No	Action	Lead(s)	Deadline
142	<p>The Group were informed that the Time Out is provisionally booked for MONDAY OCTOBER 11th or FRIDAY OCTOBER 15th.</p> <p>The Group discussed the Time Out agenda and agreed that Bradford University would be asked to present on Leadership.</p> <p>To invite Bradford University to present.</p>	J Toovey	24.03.2010
9. Urology CNSs			
Log No	Action	Lead(s)	Deadline
143	<p>Tracey Goldsbrough informed the Group that York have received Macmillan funding for a band 6 Urology CNS and a band 3 Support Worker, it was reported that the Support Worker role has worked well across Lung and Upper GI.</p> <p>The Group agreed that PANDORA would be a good way to support the Urology CNSs.</p>	N/A	N/A
10. Any Other Business			
Log No	Action	Lead(s)	Deadline
144	Tracey Goldsbrough informed the Group that York will shortly be advertising a Band 7 Skin CNS post.	N/A	N/A

Date of Next Meeting(s)

Wednesday 21st April 2010 9:30am

Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Wednesday 9th June 2010 9:30am

Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Wednesday 21st July 2010 9:30am

Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Wednesday 8th September 2010 9:30am

Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Wednesday 20th October 2010 9:30am

Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Wednesday 8th December 2010 9:30am

Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital