

**Actions of the meeting held on  
Tuesday 15 April 2008, 13:30**

Humber and Yorkshire Coast Cancer Network

**Seminar Room, Martin House Hospice**

Yorkshire Cancer Network

**Present:**

Ms R Hopkinson	Bradford and Airedale Teaching PCT
Mrs C Wheelhouse	Bradford Teaching Hospitals NHS Foundation Trust
Ms J Taylor-Clark	Humber and Yorkshire Coast Cancer Network
Dr M Elliott	Leeds Teaching Hospitals NHS Trust
Dr A Glaser	
Mr M Hemingway	
Ms R Hollis	
Dr M Kwok-Williams	
Sister S Morgan	
Dr S Picton (Chair)	
Mr R Squire	
Mr D Thomas	
Dr M Miller	Martin House Children's Hospice
Ms S Coughlan	North Trent Cancer Network
Mrs M Allanson	Scarborough & North East Yorkshire Healthcare NHS Trust
Ms B Young	
Sister M Riley	The Children's Centre (Hull)
Ms P Hargreaves	York Hospitals NHS Foundation Trust
Miss L Carroll	Yorkshire Cancer Network
Ms F Stephenson	
Mr B Tinkler	

**Apologies**

Dr B Allagoa, Ms K Cooke, Ms D Escolme, Dr A Essex-Cater, Sister M Hodgkin, Mr P Melling, Ms D Moore, Mr S Richards, Dr M Richards, Dr G Sharpe, Ms P Thompson

<b>1. Welcome and Apologies</b>			
Log No	Action	Lead(s)	Deadline
1	Ms Siobhan Coughlan, Programme Manager, Implementation of the Teenage & Young Adults IOG was introduced and welcomed to the group.	N/A	N/A
<b>2. Action Log from the last meeting</b>			
Log No	Action	Lead(s)	Deadline
2	The Action Log from the last meeting was agreed as an accurate record.	N/A	N/A

<b>4. CYP IOG Implementation - Update</b>			
Log No	Action	Lead(s)	Deadline
3	<p>Children</p> <p>The HYCCN and YCN Management Boards have formally agreed and approved the proposal to have two designated children's centres at Leeds and Sheffield.</p> <p>Young People</p> <p>As a result of the National Guidance on TYA shared care levels being delayed the submission date of the Young Peoples element of the cancer plan has been postponed until September 2008.</p> <p>The YCN will continue to seek agreement for the Young Peoples element of the plan in advance of the national timescale. It is anticipated the TYA section of the implementation summary (tables 5, 6 and 7) will be completed over the next few weeks.</p> <p>The next Yorkshire and Humber Specialist Commissioning group will be held on 8th May 2008.</p> <p>Barry Tinkler has received confirmation from commissioners within the YCN that they will take forward (through their commissioning process) proposals on the shared care elements of the children's service.</p> <p>All PCTs within the HYCCN supported the shared care arrangements. This has also been approved by the HYCCN Management Board. Further discussions on costings for Hulls requirements are ongoing.</p> <p>To circulate the National guidance on TYA shared care levels with the Action Log.</p>	L Carroll	25/04/2008
<b>5. Pathway for children aged under 16 with suspected cancer</b>			
Log No	Action	Lead(s)	Deadline
4	<p>Fiona Stephenson summarised the YCN and HYCCN Urgent Suspected Children's (0-16) Cancer Pathway. The group shared their comments.</p> <p>The pathway should define the pathways for CNS, bone sarcomas and retinoblastoma's.</p> <p>It was agreed that any samples sent to HMDS for suspected malignancy should, if sufficient tissue is available, be divided and a sample forwarded to Cytogenetics.</p> <p>It was noted that the supportive care pathway and patient information elements are in development and will support the clinical pathway.</p> <p>Additional comments to be sent to Fiona Stephenson.</p> <p>Fiona Stephenson agreed to make the suggested amendments and circulate again.</p>	All	31/05/2008
<b>6.1. Skin</b>			
Log No	Action	Lead(s)	Deadline
6	<p>Catherine Wheelhouse tabled and summarised the draft Referral to the TYAS skin cancer pathway.</p> <p>Comments to be sent to Sue Morgan by Friday 2nd May 2008.</p>	All	02/05/2008

<b>7. Cancer Waiting Times</b>			
Log No	Action	Lead(s)	Deadline
7	Barry Tinkler tabled and summarised the latest CWT data. To circulate the CWT data with the Action Log.	L Carroll	29/04/2008
8	It was agreed that it would be beneficial if the HYCCN CWT could be included with the YCN data.  Hannah Mitchell to provide Philip Melling with the HYCCN CWT data (specifically for those aged 16 - 24 years) 3 weeks prior to each meeting.	H Mitchell	18/06/2008
<b>8. Guidelines</b>			
Log No	Action	Lead(s)	Deadline
9	The Nursing Chemotherapy Administration Guidelines for Children and Young People have been sent to Lucy Carroll for formatting and uploading onto the YCN website (www.ycn.nhs.uk).  Members said it would be beneficial if the guidelines review group includes representation from HYCCN. This will be discussed further at the SHA CYP Steering group taking place on Thursday 8th May 2008.  Rachel Hollis welcomed shared care representation on the group.  To format the guidelines and notify the group when these are available on the YCN website.	L Carroll	29/04/2008
<b>10. Clinical Audit</b>			
Log No	Action	Lead(s)	Deadline
10	The group reviewed the clinical audit papers.  More copies of the total patient lists are required for the LTHT team.	L Carroll	Ongoing

### Date of Next Meeting(s)

Wednesday 9th July 2008 1:30 pm  
Seminar Room, Martin House Hospice

Friday 14th November 2008 9:00 am  
Thackray Medical Museum, Leeds

Friday 14th November 2008 10:30 am  
Thackray Medical Museum, Leeds [EVENT]