

**Actions of the meeting held on
Wednesday 25 March 2009, 14:30**

Humber and Yorkshire Coast Cancer Network

Thackray Medical Museum, Leeds

Yorkshire Cancer Network

Present:

Ms K Cooke	Airedale NHS Trust
Mrs A Thomas	Calderdale and Huddersfield NHS Foundation Trust
Ms M Barraclough	Hull and East Yorkshire Hospitals NHS Trust
Mr A Craven	
Ms L Grayson	
Ms H Cooper-Waite	Leeds Teaching Hospitals NHS Trust
Dr A Glaser	
Ms D Highfield	
Sister M Hodgkin	
Ms R Hollis	
Prof S Kinsey	
Ms S Morgan	
Mr R Phillips	
Dr S Picton (Chair)	
Dr M Richards	
Dr G Shenton	
Mr D Thomas	
Ms P Thompson	
Ms J White	NHS Leeds
Dr A Falconer	Scarborough & North East Yorkshire Healthcare NHS Trust
Ms B Young	
Dr R Ball	York Hospitals NHS Foundation Trust
Ms F Stephenson	Yorkshire Cancer Network
Mrs L White	

Apologies

Mrs J Adams, Dr B Allagoa, Dr A Britland, Ms S Coughlan, Dr K Dyker, Dr M Elliott, Ms D Escolme, Mrs A Franklin, Ms F Halstead, Ms R Hopkinson, Dr M Kwok-Williams, Dr M Miller, Ms D Moore, Mrs M Riley, Dr G Sharpe

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
36	The Action Log from the last meeting was agreed as an accurate record.	N/A	N/A
4. IOG Implementation Summary 0 - 16 - update			
Log No	Action	Lead(s)	Deadline
37	As requested additional information on the service model, configuration and costings was submitted to the Specialist Commissioning Group to support the implementation summary for 0-16 years. Leeds PCT is leading the implementation of the "challenge process" for the business plan. Leeds PCT will arrange meetings with service providers including service managers and clinicians in April 2009 to take this process forward.	N/A	N/A

4. IOG Implementation Summary 0 - 16 - update			
4.1 Pathways update			
Log No	Action	Lead(s)	Deadline
38	<p>David Thomas tabled and presented the Yorkshire Regional Centre for Paediatric and Adolescent Haematology and Oncology Care Pathway for Children with CNS Tumours <16 years of age. It was suggested that they include a timeframe (CWT Targets) down the side of the pathway.</p> <p>The pathway for children aged under 16 with suspected cancer is now finalised. Work is to be undertaken on the production of a CNS pathway.</p> <p>It is anticipated that the next pathway that is developed will be Children with Leukaemia and the a generic chemotherapy pathway.</p> <p>David Thomas to send the pathway to Lucy Carroll for formatting.</p>	D Thomas	16/04/2009
5. Children's Cancer Measures			
Log No	Action	Lead(s)	Deadline
39	<p>The Children's Cancer Measures are currently being edited and it is anticipated will be published in Summer 2009. Work to take forward the implementation of these guidelines is ongoing.</p> <p>To keep members updated to the Quality Measures for Peer Review.</p>	S Picton / R Hollis	Ongoing

6. Update from Shared Care Units			
Log No	Action	Lead(s)	Deadline
40	<p>Each unit gave an update on the implementation of Children's (0-16) IOG and Shared Care</p> <p>Airedale Fiona Stephenson and Sue Picton met with the Airedale team on Monday 23rd March. It was agreed to put a proposal forward to the Trust Board on programme planning. Their aim is to work towards level 1 (febrile neutropenia care).</p> <p>Bradford Paul Silla-La-Carte has been appointed as the new Business Manager for Women and Children's Services.</p> <p>Calderdale & Huddersfield The main issue is partnership with the PCT to obtain funding. A deputy for Dr Gill Sharpe is also to be identified.</p> <p>Scarborough Scarborough is currently a level 1 shared care unit. They currently don't feel there is a requirement for further Service Improvement development or a business case. A deputy Lead Clinician must be identified.</p> <p>Hull Hull currently offers level 1 shared care. The business case for a paediatric oncologist with some time allocated to LTHT has been approved. This will also include funding for a nurse post, pharmacy time which will hopefully allow them to progress to level 2 shared care with support from the PCT.</p> <p>Leeds No issues to report.</p> <p>York No change in current provision. Concerns regarding the level of community nursing provision has been raised with the PCT.</p> <p>Rachel Hollis reported that the University of Leeds are running two 10 credit modules on care of the adolescent with cancer and one of care of the child with cancer. To help with time capacity these courses will be delivered via e-learning.</p> <p>For information on formal training please contact Rachel Hollis.</p>	All	Ongoing
7. Shared Care TYA Guidance			
Log No	Action	Lead(s)	Deadline
41	<p>Fiona Stephenson reminded colleagues that the guidance has been re-circulated to Trust Lead Mangers asking them to give an expression of interest around Shared Care for TYA (19-24).</p> <p>No responses have been received.</p> <p>HEY reported that discussions to support a TYA level 2 shared care unit are progressing well.</p> <p>Fiona Stephenson, Sue Morgan and Dan Stark will approach the units direct to discuss this further.</p>	All	Ongoing

8. TYA MDT SOP			
Log No	Action	Lead(s)	Deadline
42	The TYA MDT now takes place on a Thursday afternoon and is working well. In February 09 the YCN commenced sending all referrals to the TYA MDT for discussion. Hull have approved the SOP for the MDT and from the beginning of April will also send referrals to the LTHT TYA MDT.	N/A	N/A
9. Clinical Guidelines			
Log No	Action	Lead(s)	Deadline
43	<p>Comments on the guidelines for Suspected Spinal Cord Compression in Children and Young People <18y old are due by Thursday 2nd April 2009.</p> <p>Bob Philips has taken over as Chair of the Guidelines Review Group. He gave a presentation on the amendments made to the Guidelines for the Management of Infection.</p> <p>To circulate the guidelines for the management of infection for comments by 17th April 2009.</p>	All	17/04/2009
10. Patient Information Pathway			
Log No	Action	Lead(s)	Deadline
44	<p>Mr Thomas tabled the revised version of the draft Parent Information Pathway - Children's Cancer. When approved this document will be kept in the patients case notes.</p> <p>Members felt it would be beneficial to audit the implementation of this pathway to see what information is being given.</p> <p>To amend the published/review date and circulate the final pathway with the Action Log.</p>	L Carroll	01/04/2009
11. Clinical Audit			
Log No	Action	Lead(s)	Deadline
45	The clinical audit data was tabled and discussed.	N/A	N/A
12. Survivorship program			
Log No	Action	Lead(s)	Deadline
46	<p>Adam Glaser gave a presentation on the Survivorship Programme.</p> <p>To circulate the presentation with the Action Log.</p>	L Carroll	08/04/2009
13. Any Other Business			
Log No	Action	Lead(s)	Deadline
47	Sue Picton circulated a short questionnaire to assess the value of the clinical audit section of the meeting.	N/A	N/A

Date of Next Meeting(s)

Tuesday 30th June 2009 1:30pm
Seminar Room, Martin House Hospice

Friday 20th November 2009 9:30am
Thackray Medical Museum, Leeds [Educational Event]