

**YORKSHIRE CANCER NETWORK AND
HUMBER & YORKSHIRE COAST CANCER NETWORK
Paediatric & Adolescent Haematology & Oncology Group**

Minutes of the Meeting held on
Thursday 20th July 2006, 2.00pm
YCRN Meeting Room 1, Ida Nurses Home, Cookridge Hospital

Present:

Gill Sharpe	Calderdale and Huddersfield NHS Foundation Trust
Martin Elliott	Leeds Teaching Hospitals NHS Trust
Alison Franklin	
Adam Glaser	
Martin Hemmingway	
Denise Highfield	
Miranda Hodgkin	
Rachel Hollis	
Ian Lewis	
Bob Phillips	
Sue Picton (Chair)	
Barbara Pymer	
Faziz Raziq	
Mike Richards	
David Thomas	
Mike Miller	Martin House
Brigid Allagoa	Mid Yorkshire Hospital NHS Trust
Margaret Riley	Hull and East Yorkshire Hospitals NHS Trust
Lucy Carroll	Yorkshire Cancer Network
Sean Duffy	
Fiona Stephenson	
Barry Tinkler	
Jill Crampton	York Hospitals NHS Trust
Cath McKiernan	

1. Apologies for Absence

Apologies were received from Robin Ball, Karen Cooke, Sally Kinsey, Debbie Moore and Angie Walker.

2. Minutes of the Last Meeting

The minutes of the last meeting were agreed as being an accurate record.

3. Matters arising

Richard Feltbower will now update colleagues on the tumour registry and epidemiology studies at the LTHT research management group meetings.

Fiona Stephenson reported that Martin Child, YCN User Involvement Facilitator is addressing the possibility of having patient representatives on the group and will feedback at the next meeting.

ACTION: Fiona Stephenson to update group on user involvement at next meeting

4. Shared Care

Colleague present gave an update on issues within their shared care centres. The importance of having representation on the group from Huddersfield Royal Infirmary was highlighted. Gill Sharpe agreed to raise this at the next consultants meeting.

ACTION: Gill Sharpe to raise clinical representation from Huddersfield at Consultants meeting

Jill Crampton and David Thomas agreed to produce a paper/leaflet on the first community visit.

ACTION: Jill Crampton/David Thomas to produce leaflet

Margaret Riley agreed to present the audit results undertaken at Hull Royal Infirmary on taking blood at the next meeting.

ACTION: Margaret Riley to present audit results at next meeting

- **Audit**

Clinical audit papers detailing new patients, patients that had relapsed, patients that had died and new patients in shared care centres from 01/03/06 to 01/07/06 was tabled. Due to patient confidentiality the data for each shared care centre was kept separate. Members agreed it would be beneficial to include MDT decisions in this data. Barry Tinkler suggested as part of the group base line analysis they could identify patients between the age of 16-24 to see where their MDT decisions and treatment took place. A group discussion regarding the capturing of such information followed. Alison Franklin highlighted that she does not receive information from local hospitals on their 2 week wait cases. Sean Duffy agreed to discuss this further with Philip Melling.

Members agreed it was helpful to continue receiving this information but questioned if this was the correct forum.

Sean Duffy said he will arrange for Philip Melling to present the YCN Event Server at the next meeting. Although this server currently only covers the YCN its implementation is continuously reviewed and developed. Barry Tinkler has raised with the NPfIT Leads and with Mike Richards (through the Palliative Care Group) the fact that Hospices are unable to have access to the NHS net.

ACTION: Sean Duffy to speak to Philip Melling

Philip Melling to be invited to attend next meeting to present YCN Event Server

5. Educational Event – Thursday 30th November 2006

The next YCN and H&YCCN Paediatric & Adolescent Haematology & Oncology Educational Event is taking place on Thursday 30th November 2006. Adam Glaser encouraged attendance from shared care colleagues across both networks. A programme and registration form will be circulated in due course.

ACTION: Lucy Carroll to circulate educational event programme

6. IOG update/ implementation progress

- **update of national progress towards implementation of IOG**

Rachel Hollis and Ian Lewis gave an update on the Advisory Board for the Implementation of the IOG Group meeting they had attended on Monday 22nd May 2006.

Rachel Hollis asked Lucy Carroll to circulate information on the stakeholder event 'Children and Young People's IOG - the road to implementation work shop' taking place on Wednesday 6th September 2006. She encouraged representation from shared care, Leeds and commissioners noting there are 14 places available across the two Networks (YCN and H&YCCN).

Sue Bates from the Cancer Action Team is looking at establishing a national steering group specifically for shared care to look at key priorities i.e. to define national levels of shared care, to identify leadership and workforce requirements and to discuss costs of shared care. Rachel Hollis explained they are also looking at establishing a local steering group for shared care and noted the importance there is representation from medical, nursing and management colleagues. Colleagues wanting to volunteer to join this group are to notify Rachel Hollis, Miranda Hodgkin or Sue Picton. Barry Tinkler agreed to send Rachel Hollis contact names of commissioner colleagues that may be interested in becoming involved.

Rachel Hollis reported that the draft quality measures for the IOG for Children and Young People will be out for consultation in Autumn 2006. It is anticipated that the Peer Review of against these quality measures will

take place in 2008. Colleagues who were members of the IOG implementation group gave feedback from their meeting.

Barry Tinkler agreed to circulate the DH press release regarding PbR and the Children's Hospitals. An in depth group discussion regarding PbR and HRG's followed.

Fiona Stephenson will be taking forward work on the current arrangements in terms of the provision of care by the principle treatment centre in Leeds.

ACTION: Lucy Carroll to circulate work shop details requesting expressions of interest

All to contact Rachel Hollis, Miranda Hodgkin or Sue Picton if you would like to become a member of the local steering group.

Barry Tinkler to send Rachel Hollis commissioner contacts (actioned 21/07/2006)

Barry Tinkler to circulate DH press release (actioned 21/07/2006)

- **Planned Gap analysis of shared care centres**

Miranda Hodgkin is now the shared care liaison nurse. She will continue to support and develop the current ALL home maintenance project and will act as a resource across the Network to facilitate the implementation of the IOG guidance i.e. development of shared care services. Miranda Hodgkin intends to undertake a gap analysis on shared care and will be visiting shared care units shortly.

Sue Picton raised concerns on the funding of services that are being developed. A group discussion followed and the importance of the gap analysis so recommendations on how the service should be was highlighted.

- **Network protocols**

Sue Picton, David Thomas and Miranda Hodgkin recently reviewed the status of protocols. A paper highlighting the person responsible for the guideline and date of completion was tabled. Fiona Stephenson offered Network support for the distribution of these guidelines and agreed to discuss this further with Rachel Hollis. It was agreed there needed to be shared care representation on the LTHT protocol review group. Margaret Riley and Brigid Allogoa volunteered.

ACTION: Fiona Stephenson to speak Rachel Hollis regarding support for the guideline development group

7. Any other business

None.

8. Date of next meeting

**Thursday 16th November 2006, 2.00pm, YCRN Meeting Room 1,
Ida Nurses Home, Cookridge Hospital**