

Actions of the meeting held on
Monday 15 September 2008, 14:30

Yorkshire Cancer Network

The Board Room, St Gemma's Hospice

Present:

Ms J Morris	Kirkwood Hospice
Ms L Thomson	Leeds Teaching Hospitals NHS Trust
Ms C Lambert	Manorlands Hospice
Mrs S Lines	NHS Leeds
Dr J Ward (Chair)	St Gemma's Hospice
Ms P Hirst	The Prince of Wales Hospice
Ms C Scoggins	University of Bradford
Mrs S Cooke	User Partnership Group
Dr A Edwards	Wheatfields Hospice
Ms J Marshall-Pallister	
Mrs J Toovey	Yorkshire Cancer Network

Apologies

Ms P Dodsworth, Sister B Murphy, Dr V Taylor, Dr J Waldock

3. Action log 19th May 2008			
Log No	Action	Lead(s)	Deadline
9	This was agreed as a true record. Clair Irving to publish the action log onto the YCN website.	C Irving	30/09/2008
4. Matters arising			
4.1 User Involvement at educational events			
Log No	Action	Lead(s)	Deadline
10	June Toovey fed back to the group on the outcome of a meeting between herself, Jason Ward, Hugh Butcher & Marion Allinson (chairs of the user partnership group), Colin Sloane (User Facilitator) and Sue Cooke. The recommendations of the meeting were accepted by the education group; <ul style="list-style-type: none"> • Inform workshop speakers that users may be present at the workshop • Have a facilitator in each workshop who is able to deal with group dynamics and set ground rules • The user partnership group will run a session at their away day on conduct for users at events to reflect their code of conduct 	N/A	N/A
5. skills escalator - presentation of draft escalator			
Log No	Action	Lead(s)	Deadline
11	Apologies were received from Vanessa Taylor and Pauline Dodsworth so this could not be discussed. To table for the next meeting.	V Taylor/P Dodsworth	01/12/2008

6. YCN education mapping results			
Log No	Action	Lead(s)	Deadline
12	<p>Following Jason Ward's email to the District Leads, some more information has been received but not all districts have yet responded.</p> <p>Catherine Scoggings will chase outstanding districts and if information is still missing she will collate what she has for the next meeting.</p>	C Scoggings	01/12/2008
7. YCN palliative care educational event 2009			
Log No	Action	Lead(s)	Deadline
13	<p>The programme for the next educational event was discussed at length. It was agreed that the day should focus on rehabilitation in palliative care. Further suggestions for the programme including possible speakers were suggested.</p> <p>All to email Jason Ward with any further ideas and speaker names by 10th October 2008. Anyone who wishes to take a lead on organising the day to email Jason ASAP.</p>	All	ASAP
8. Evaluation tools			
Log No	Action	Lead(s)	Deadline
14	<p>These are now on the YCN education group website and are being piloted by various people.</p> <p>To continue to pilot tools and feedback at a meeting in 2009.</p>	All	2009
9. Any Other Business			
Log No	Action	Lead(s)	Deadline
15	<p>June Toovey fed back on proposals for implementing the Healthy Ambitions End of Life report. The structures for this have been agreed by PCT chief executives but approval from the SHA is still awaited. As part of these proposals the education group may be asked to take a lead on end of life education for the SHA.</p> <p>To keep the group informed.</p>	J Toovey	01/12/2008
16	<p>Jason Ward announced that unfortunately he plans to resign from the post of chair of the group and that December 1st will be his last meeting.</p> <p>Volunteers to chair the group should contact Jason Ward or Charlotte Rock (Chair of the Palliative Care Group).</p>	All	01/12/2008

Date of Next Meeting(s)

Monday 1st December 2008 3:00 pm
The Board Room, St Gemma's Hospice