

Actions of the meeting held on
Wednesday 03 December 2008, 10:00

Yorkshire Cancer Network

Fewston Seminar Room, 1st Floor Fewston Wing, Harrogate District Hospital

Present:

Ms C Rock	Bradford Teaching Hospitals NHS Foundation Trust
Mrs C Smith	Harrogate and District NHS Foundation Trust
Mrs L Charman	Leeds Teaching Hospitals NHS Trust
Ms P Thompson	
Ms J Jones	Manorlands Hospice
Mrs B Hopwood	Marie Curie Centre Bradford
Ms L Humphrey (Chair)	Mid Yorkshire Hospitals NHS Trust
Ms J Carter	St Gemma's Hospice
Ms V Little	
Ms J Marshall-Pallister (Chair)	Wheatfields Hospice
Ms G Whitehead	
Mrs C Irving	Yorkshire Cancer Network
Mrs J Toovey	

Apologies

Ms S Allan, Ms C Boyd, Ms A Cresswell, Mrs H Harris, Mrs K Henry, Ms M Johnson, Ms P Mowatt, Mrs J Munro, Mrs K Sinclair, Ms S Stone

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
48	The action log from the last meeting was agreed as a true record.	N/A	N/A
49	<p>► End of Life PCT Commissioning/Provider Links</p> <p>Clair Irving to update the PCT end of life commissioning and provider links and circulate to the group.</p>	C Irving	24/02/2009
4. Strategy			
4.1 SHA Proposal (presentation)			
Log No	Action	Lead(s)	Deadline
50	<p>June Toovey delivered a presentation explaining the SHA's proposal on how to implement the Healthy Ambitions End of Life work stream. The SHA have taken the approach that the majority of the work to implement recommendations will be done at a local level. The PCTs have produced strategic delivery plans, taking into account the Healthy Ambitions recommendations which are now awaiting final agreement from the SHA.</p> <p>June Toovey to update the group at the next meeting.</p>	J Toovey	24/02/2009

4. Strategy			
4.2 Future Role of YCN Palliative Care Group			
Log No	Action	Lead(s)	Deadline
51	<p>June Toovey informed members that a recommendation has been made to the SHA regarding the implementation of the EoL pathway and recommendations in the Healthy Ambitions report. The recommendation takes into account the SHAs three level implementation model, which means that the majority of the recommendations for EoL care will be implemented at PCT level. A SHA wide EoL steering group is being established with the first meeting on Monday 15th December. This group will have an overview of the work streams for EoL care that can be undertaken once and shared. Three sub regional EoL groups are to be developed by expanding the remit of the current Cancer Networks palliative care groups.</p> <p>Charlotte Rock informed the group that the YCN Palliative care group welcomed this development and recognised that the membership would need to change. It was also recognised that palliative care nursing was required on that group.</p> <p>The hard work and commitment of the Palliative Care Nurses group over the last 5 years was recognised.</p> <p>The group discussed the impact of this on the nursing group role and reached an agreement that it was very important to have a strong nursing voice on the new sub regional group and that the new group could be responsible for delivering the majority of the work streams currently being undertaken by the Palliative care nurses group.</p> <p>Members to email june.toovey@ycn.nhs.uk with suggestions for nursing membership of the sub regional group before Friday 12th December 2008.</p>	All	12/12/2008
52	<p>The group also discussed the support and sharing good practice gained at the Palliative Care Nurses meetings and did not want to loose that aspect. It was suggested that this may be achieved by holding twice yearly time outs for Specialist Palliative Care Nursing.</p> <p>To explore this further, the Co-Chairs and the Vice Chair are to put together a questionnaire for CNSs to complete to pinpoint any issues arising which would need to be included as part of an event programme.</p> <p>The Co-Chairs and Vice Chair are to complete the questionnaire in time for the next meeting.</p>	J Marshall-Pallister, L Humphrey & J Carter	24/02/2009
53	To liaise with the Education Sub group to discuss the possibility of taking forward a 'best practice' group.	J Marshall Pallister & L Humphrey	24/02/2009
5. Palliative Care Pathway			
Log No	Action	Lead(s)	Deadline
54	Julie Marshall-Pallister informed the group that the end of life pathway has been signed off and will soon be available on the YCN website. The specialist palliative care pathway is to be discussed further at the next Palliative care meeting on Tuesday 27th January 2009.	N/A	N/A
6. Quality Services Group			
Log No	Action	Lead(s)	Deadline
55	<p>Julie Marshall-Pallister informed the group that Caroline Boyd is no longer the lead for this group due to work commitments. It was decided that this work stream would be picked up by the end of life work stream.</p> <p>Charlotte Rock and June Toovey are to ensure this work is picked up as part of specialist workforce development issues.</p>	C Rock & J Toovey	27/02/2009

7. Patient Satisfaction Surveys			
Log No	Action	Lead(s)	Deadline
56	Gwyneth Whitehead informed the group that a draft survey has been produced. The group discussed how to take this forward and it was decided that Colin Sloane, YCN User Involvement Facilitator would be consulted. Gwyneth Whitehead to contact Colin Sloane to progress this work and to update the group at the next meeting.	G Whitehead	24/02/2009
8. Locality Representatives			
Log No	Action	Lead(s)	Deadline
57	Not discussed in light of potential changes to the group.	N/A	N/A
9. Syringe Drivers update			
Log No	Action	Lead(s)	Deadline
58	Charlotte Rock informed the group that an email has been circulated to all Clinical Leads and Syringe Driver Locality Leads including a questionnaire to gather information on the current situation and a revised list of potential meeting dates for January 2009 since a meeting was not able to be arranged before Christmas. Charlotte Rock to update the group at the next meeting.	C Rock	24/02/2009
10. NSSG links			
Log No	Action	Lead(s)	Deadline
59	Clair Irving to re-request volunteers to be Palliative Care NSSG links for the Brain & CNS and Thyroid group.	C Irving	17/12/2008
11. National Patient Information Pathways			
Log No	Action	Lead(s)	Deadline
60	The group were informed the group that a meeting has been arranged for Tuesday 9th December 2008 to take this work forward. To update the group on the progress of this work at the next meeting.	J Toovey	24/02/2008
12. Dates for 2009 meetings			
Log No	Action	Lead(s)	Deadline
61	The group decided to meet again on Tuesday 24th February to discuss the groups future role, remit and frequency of meetings. To discuss at the next meeting.	All	24/02/2009
13. Any Other Business			
Log No	Action	Lead(s)	Deadline
62	The group were reminded that the YCN Palliative Care annual educational event is to go ahead on Thursday 5th March 2009 and that the programme and registration forms will be circulated shortly.	N/A	N/A

15. Non-medical Prescribing (presentation)			
Log No	Action	Lead(s)	Deadline
63	Val Ely presented to the group.	N/A	N/A

Date of Next Meeting(s)

Tuesday 24th February 2009 10:00 am
The Board Room, 3rd Floor, Trust Head Quarters, Harrogate District Hospital

Tuesday 23rd June 2009 10:00 am
The Board Room, 3rd Floor, Trust Head Quarters, Harrogate District Hospital

Tuesday 29th September 2009 10:00 am
The Board Room, 3rd Floor, Trust Head Quarters, Harrogate District Hospital

Tuesday 17th November 2009 10:00 am
The Board Room, 3rd Floor, Trust Head Quarters, Harrogate District Hospital