

Actions of the meeting held on
Tuesday 23 June 2009, 10:00

Yorkshire Cancer Network

Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Present:

Ms S Allan	Leeds Teaching Hospitals NHS Trust
Mrs L Charman	
Mrs D Kay	
Ms L Humphrey (Chair)	Mid Yorkshire Hospitals NHS Trust
Mrs J Munro	Springs Medical Centre
Ms J Carter	St Gemma's Hospice
Ms V Shaw	
Ms J Marshall-Pallister (Chair)	Wheatfields Hospice

Apologies

Ms C Boyd, Ms M Oakhill, Mrs C Rock, Mrs J Toovey

1. Welcome and Apologies			
Log No	Action	Lead(s)	Deadline
1	J Marshall-Pallister welcomed the Group.	N/A	N/A
2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
2	The action log from the last meeting was agreed as an accurate record.	N/A	N/A
3. Matters arising			
Log No	Action	Lead(s)	Deadline
3	<p>► Patient Satisfaction Surveys</p> <p>J Marshall-Pallister reported that the Patient Satisfaction Survey developed by the Palliative Care Nurses Group has been trialled at Wheatfields Hospice this year and agreed to circulate feedback and comments to the Group.</p> <p>J Marshall-Pallister to circulate feedback and comments on the Patient Satisfaction Surveys to the Group when complete.</p>	J Marshall-Pallister	31.08.09
4	<p>► Sub Regional Palliative & End of Life Care Group</p> <p>J Marshall-Pallister informed the Group that the first meeting of the newly formed Sub Regional Palliative & End of Life Care Group took place in May, the Terms of Reference are currently in draft for this Group.</p> <p>J Marshall-Pallister agreed to ascertain more information about the Group to feedback to the Nurses Group at the next meeting.</p> <p>J Marshall-Pallister to feedback on the Sub Regional Palliative & End of Life Care Group work at the next meeting.</p>	J Marshall-Pallister	29.09.09
5	E Jehan to circulate the action log from the first meeting of the Sub Regional Palliative & End of Life Care Group to the Group for information.	E Jehan	10.07.09

3. Matters arising			
Log No	Action	Lead(s)	Deadline
6	<p>► 7 Day Working</p> <p>The Group were informed that the audit conducted some years ago is now available to access on the YCN website, the audit did not provide evidence for 7 day working. V Shaw and J Marshall-Pallister reported that both Hospices had completed an audit in the month of April, this also did not provide evidence for 7 day working at present.</p>	N/A	N/A
4. Advanced Care Planning - are we putting it into practice in Yorkshire?			
Log No	Action	Lead(s)	Deadline
7	<p>Valerie Shaw, St Gemma's Hospice facilitated a discussion on advanced care planning, the main points covered were:</p> <ul style="list-style-type: none"> • What does it involve? • Statement of wishes • Advance decisions • Preferred priorities of care • Power of attorney • Key principles of ACP process • National resources available <p>Discussion indicated that none of the areas represented on the day were completely confident with the whole subject of ACP, it is not as easy as it sounds and the Group agreed more work needs to be done to see it implemented more widely in practise.</p> <p>The Group agreed Advance Care Planning to be pertinent to End of Life, J Marshall-Pallister agreed to feedback to Charlotte Rock, Chair of the Sub Regional Palliative & EoLC Group and discuss a Network wide approach.</p> <p>J Marshall-Pallister to contact C Rock regarding a Network wide approach to Advanced Care Planning.</p>	J Marshall-Pallister	10.07.09
8	<p>J Marshall-Pallister to contact Chairs of the NSSGs to ascertain if whether Advance Care Planning has been considered within the Group or as part of their Information Pathway.</p>	J Marshall-Pallister	31.07.09
9	<p>The Group agreed to discuss Advanced Care Planning with their locality groups.</p> <p>All members of the Group to feedback at the next meeting on locality plans.</p>	All	29.09.09
10	<p>L Charman agreed to discuss with Suzanne Kite and Fiona Hicks with a view to SHA input.</p> <p>L Charman to contact Suzanne Kite and Fiona Hicks and feedback at the next meeting.</p>	L Charman	29.09.09
5. Terms of Reference			
Log No	Action	Lead(s)	Deadline
11	<p>The Group discussed and amended the Terms of Reference.</p> <p>E Jehan to make changes and circulate to the Group.</p>	E Jehan	10.07.09
12	<p>The Group felt that they should be known as the Specialist Palliative Care CNS Group.</p> <p>E Jehan to change the Groups details.</p>	E Jehan	10.07.09

5. Terms of Reference			
Log No	Action	Lead(s)	Deadline
13	<p>J Marshall-Pallister agreed to seek named representation from each locality, along with a named deputy to ensure each Trust is represented when the Group meets.</p> <p>J Marshall-Pallister to seek named representation from each locality.</p>	J Marshall-Pallister	31.07.09
6. Locality Updates			
Log No	Action	Lead(s)	Deadline
14	<p>▶ LTHT</p> <p>L Charman reported that LTHT currently have a vacancy within their team; LTHT are planning a study day in November for experienced nurses (DN's and Hospital Senior Nurses), this is a joint venture with the two Leeds Hospices and LTHT are currently awaiting the outcome of the Syringe Drive trial.</p> <p>L Charman to update the Group on LTHT at the next meeting.</p>	L Charman	29.09.09
15	<p>▶ St. Gemma's</p> <p>V Shaw reported that 2 new members have joined the Community Team; Lizzie Procter and Fran Bailey. The Hospice is currently awaiting the roll-out of the communication strategy and is looking at the flu pandemic plan.</p> <p>V Shaw to update the Group on St. Gemma's at the next meeting.</p>	V Shaw	29.09.09
16	<p>▶ Wakefield & Pontefract</p> <p>J Walker reported that 2 new starters have joined the team; 1 band 6 development post (2 years) and 1 18month secondment.</p> <p>J Walker to update the Group on Wakefield & Pontefract at the next meeting.</p>	J Walker	29.09.09
17	<p>▶ Airedale & Wharfdale</p> <p>It was reported that Airedale & Wharfdale currently only recently employed community matrons, and LCP is working well.</p> <p>To update the Group on Airedale & Wharfdale at the next meeting.</p>	Airedale & Wharfdale representative	29.09.09
18	<p>▶ Wakefield & Dewsbury</p> <p>L Humphrey reported that there is a LCP facilitator in the PCT but not the acute Trust, L Humphrey is involved in the flu pandemic policy.</p> <p>L Humphrey to update on Wakefield & Dewsbury at the next meeting.</p>	L Humphrey	29.09.09
19	<p>▶ Wheatfields Hospice</p> <p>J Marshall-Pallister reported that J Marshall-Pallister has been appointed as Team Leader, there is currently a band 6 vacancy going out to advert.</p> <p>A secondment of IPU member of staff to the community team has commenced, this is a 3 year project after securing funding from the Burdett Trust. Each secondment will last 6 months.</p> <p>The community team will start taking 3rd year pre-registration students on a 6 week placement as part of a university pilot.</p> <p>J Marshall-Pallister to update the Group on Wheatfields Hospice at the next meeting.</p>	J Marshall-Pallister	29.09.09

Date of Next Meeting(s)

Tuesday 29th September 2009 10:00am
TBC

Tuesday 17th November 2009 10:00am
TBC