

Actions of the meeting held on
Tuesday 29 September 2009, 11:00

Yorkshire Cancer Network

Board Room, Ground Floor, Trust HQ, St James's University Hospital

Present:

Mrs C Rock	Bradford Teaching Hospitals NHS Foundation Trust
Mrs D Boverill	Leeds Teaching Hospitals NHS Trust
Miss A McDonagh	
Ms J Khan	Manorlands Hospice
Ms J Convey	NHS Bradford & Airedale
Ms J Walker	NHS Wakefield District
Mrs J Munro	Springs Medical Centre
Ms J Carter	St Gemma's Hospice
Ms V Shaw	
Ms G Whitehead	Wheatfields Hospice
Mr C Sloane	Yorkshire Cancer Network

Apologies

Ms C Boyd, Mrs B Hopwood, Ms J Marshall-Pallister, Ms M Oakhill

1. Welcome and Apologies			
Log No	Action	Lead(s)	Deadline
20	Lynette Humphrey welcomed the Group and introduced new members; Deborah Boverill and Jan Walker. Emma Jehan to add new members to the Group.	E Jehan	13.10.2009
2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
21	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
22	► Patient Satisfaction Questionnaire Gwyneth Whitehead discussed the patient satisfaction survey generated by Wheatfields Hospice. It was agreed to continue with this, and then to amend it if a new questionnaire package is approved by the YCN. Colin Sloane agreed to ask Carol Fergusson, YCN Service Improvement Lead if funding is available to help with this. Colin Sloane to discuss funding with Carol Ferguson and feedback to the Group.	C Sloane	13.10.2009
23	► Patient Satisfaction Questionnaire Gwyneth Whitehead to send results of the Patient Satisfaction Questionnaire to Emma Jehan (emma.jehan@ycn.nhs.uk) for circulation to the Group.	G Whitehead	13.10.2009

3. Matters arising			
Log No	Action	Lead(s)	Deadline
24	<p>▶ Sub Regional Palliative & EoLC Group</p> <p>Charlotte Rock updated the Group on the work of the Sub Regional Palliative and End of Life Care Group.</p>	N/A	N/A
25	<p>▶ Sub Regional Palliative & EoLC Group</p> <p>It was identified that the Group are not receiving updates on this Group.</p> <p>Emma Jehan to copy in the Palliative Care Nurses Group when circulating the Sub Regional Palliative & EoLC Group action logs.</p>	E Jehan	Ongoing
26	Each locality to seek feedback from their local representative.	All	Ongoing
27	<p>▶ Sub Regional Palliative & EoLC Group</p> <p>It was reported that each Cancer Network has received monies from their SHA. The YCN has developed a band 7 project development post to move work forward from the Sub Regional Group, this will go to post in the next few weeks.</p>	N/A	N/A
28	<p>▶ Sub Regional Palliative & EoLC Group</p> <p>It was reported that a regional DNAR/CPR form is in its final stages and is soon to be piloted in Sheffield, Bradford and Airedale, there will be a training package to support this.</p>	N/A	N/A
29	<p>▶ 7 Day Working</p> <p>The YCN Board has acknowledged that this priority of the Supportive & Palliative Care IOG Priorities/Action Plan will not be met, each area to map has been done in each locality to support this decision.</p>	N/A	N/A
4. User Involvement Presentation			
Log No	Action	Lead(s)	Deadline
30	<p>Colin Sloane, YCN User Facilitator attended the meeting and presented to the Group on User Involvement.</p> <p>The main points covered were:</p> <ul style="list-style-type: none"> • Survivorship - is being looked at as part of the Moving On Project. Looking at booking a meeting with Carers, Colleagues, Macmillan and others for Users to attend to look at future career/job prospects. • Patient Experience Survey Sub-Group - Pilot done with good feedback, YCN currently looking into developing the survey as an online questionnaire for roll out Network wide. • Recruitment, Training & Support Sub Group - Colin outlined the LINKS Event which brings together the 7 local sub groups. A Recruitment DVD has been produced by the User Partnership Group to attract new members to the Group and educate them about their role in shaping cancer services. • A leaflet on Managing the Stress of Cancer has been developed. <p>The Group thanked Colin for a very interesting presentation.</p> <p>Group members to contact Colin Sloane for further information if needed.</p>	All	Ongoing

6. Feedback from Localities			
Log No	Action	Lead(s)	Deadline
31	<p>► Mid Yorkshire</p> <p>Funding for a EoL facilitator post has been agreed and will be going to advert shortly. Hospital SPCT now up to full complement, several members of staff are on advance care planning training.</p> <p>► Leeds</p> <p>Meeting structure with commissioners has been reviewed. Leeds are looking at addressing advance care planning. Following the Delivering Choices programme, a band 7 city wide education lead post will soon be advertised, this will be based at St. Gemma's Hospice.</p> <p>► Pontefract</p> <p>It was reported that Pontefract currently have a new band 7 in post and 2 new band 6 posts (1 developmental and 1 supportive).</p> <p>► Wharfedale</p> <p>Manorlands Hospice/Marie Curie will be running a study day on advance care planning where Consultants will present to GPs.</p> <p>► Bradford</p> <p>Belinda Marks has been appointed as the new band 8 Team Leader. Priorities are end of life work streams (non malignant, last weeks of life, last year of life and education). There is a new development post (rotational) - acute ward secondment to include 3 months with hospital palliative care team and 3 months in the hospice in order to improve EoLC delivery on the wards, whilst the post holder is placed in the hospice a member of the IPU will work with the hospital team.</p> <p>► SJUH</p> <p>The McKinley syringe driver pilot has now finished and the Alaris trial will start as soon as training is completed. Helen Mullan has been appointed to an education post. Gillian Armstrong is in a band 6 post for 1 year.</p> <p>All localities to continue to provide regular feedback to the Group.</p>	All	Ongoing
8. Any Other Business			
Log No	Action	Lead(s)	Deadline
32	<p>► Education</p> <p>Charlotte Rock informed the Group of a meeting on 9th October to form a sub group to move forward the annual "Sharing Good Practice" event in May which is being led by Vanessa Taylor.</p> <p>Any members of the Group interested in joining the sub group to contact Charlotte Rock (charlotte.rock@bradfordhospitals.nhs.uk).</p>	All	09.10.2009

8. Any Other Business			
Log No	Action	Lead(s)	Deadline
33	<p>► Specialist Palliative Care CNS Group Representatives</p> <p>Pontefract - Jan Walker and Janet Millard Wheatfields Hospice - Julie Marshall-Pallister and Gwyneth Whitehead Wharfedale/Airedale - Janet Munro Bradford - Barbara Hopwood, Jackie Convey and Charlotte Rock SJUH - Lesley Charman and Sue Allen Mid Yorks - Lynette Humphrey (Chair) and Angela Creswell St. Gemma's - Julia Carter (Vice Chair) and Valerie Shaw York Community - Caroline Boyd</p> <p>There is no named representation from Calderdale, Kirklees, Harrogate or York Hospital.</p>	N/A	N/A
34	<p>The focus of the next meeting will be non medical prescribing, Charlotte Rock agreed to organise the speaker.</p> <p>Charlotte Rock to confirm speaker for the next meeting.</p>	C Rock	13.10.2009

Date of Next Meeting(s)

Tuesday 17th November 2009 10:00am
 Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital