

**Actions of the meeting held on
Thursday 12 June 2008, 15:45**

Yorkshire Cancer Network

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

Present:

Mr A Henry	Airedale NHS Trust
Mr J Ausobsky	Bradford Teaching Hospitals NHS Foundation Trust
Dr C Beckett (Chair)	
Mrs H Hey	
Dr A Lowe	
Dr A Anthoney	Leeds Teaching Hospitals NHS Trust
Prof. P Lodge	
Ms D Marshall	
Mr K Menon	
Mr R Prasad	
Dr D Swinson	
Ms M Clough	York Hospitals NHS Foundation Trust
Dr S Smale	
Mr S Duffy	Yorkshire Cancer Network
Miss C Murray	
Ms F Stephenson	
Mr B Tinkler	

Apologies

Dr M Denyer, Mr G Dyke, Ms N Hawkshaw, Dr C Kay, Ms W Markey, Mr P Melling, Ms H Roberts, Ms C Rock, Dr P Sahay, Dr S Shah, Mr A Smith

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
1	<p>► Local diagnostic UGI MDTs</p> <p>Mid Yorks - Mr Tinkler informed the group that discussions with colleagues in Mid Yorks were that Upper GI & Pancreatic local diagnostic MDT could be combined. They are in the process of appointing Upper GI histopathology, radiology and CNS personnel which should help support a diagnostic MDT.</p> <p>The group agreed that a plan needs to be documented to outline the interim and planned future transfer of appropriate patients from Bradford, Harrogate & York before the next meeting.</p> <p>Miss Murray to organise a meeting with Mr Duffy, Ms Stephenson, Mr Tinkler and Dr Beckett to take this forward.</p>	C Murray	09/10/2008
3. Matters arising			
Log No	Action	Lead(s)	Deadline
2	<p>► Palliative Care</p> <p>Members requested a copy of the final draft Palliative Care End of Life pathway and to invite Ms Charlotte Rock, Clinical Nurse Specialist in Palliative Care to present this to the group at the next meeting.</p> <p>Miss Murray to circulate the final draft Palliative Care End of Life pathway with the action log.</p>	C Murray	04/07/2008

3. Matters arising			
Log No	Action	Lead(s)	Deadline
3	Ms Stephenson to ask Mrs Charlotte Rock, Clinical Nurse Specialist in Palliative Care to present the pathways at the next meeting.	F Stephenson	09/10/2008
4. Referral Pathway for Pancreatic Cancer			
4.1 Update on Pancreatic Surgery Transfer			
Log No	Action	Lead(s)	Deadline
4	<p>Ms Marshall tabled a LTHT Pancreatic Referral Guidelines document and gave an update on capacity. To facilitate the pathway, Ms Jo Bewley, Directorate Manager is currently working with the Business Manager looking at providing clear role descriptions and responsibilities of those involved along with timeframes for audit purposes.</p> <p>Three level two beds are being commissioned in critical care and will become operational in July 08 and another three are planned (October 08). A general surgical appointment has now been made with a view to the possibility of advertising for another pancreatic surgeon (October 08). Two additional theatre sessions have been commissioned (June 08). Eight additional level one beds have been commissioned within Bexley Wing.</p> <p>A general discussion followed on the transfer of pancreatic cancer surgery. Patients from Harrogate and Mid Yorkshire Trusts are being transferred to Leeds. York patients have not transferred yet and a proportion of patients are being transferred from the Bradford MDT. Mr Duffy reiterated the importance of LTHT ensuring capacity is available to ensure the transfer of the remaining patients and that assurance be given that this capacity is in place and available.</p> <p>Dr Beckett on write on behalf of the NSSG to Mr Duffy.</p>	Dr Beckett	30/06/2008
5	Mr Duffy to take the progress on transfer of pancreatic surgery to the YCN Board in July 2008.	Mr Duffy	02/07/2008
4.2 Leeds Pancreatic SMDT and process for referral - Standard Operating Procedure			
Log No	Action	Lead(s)	Deadline
6	<p>The group discussed the importance of having an agreed referral pathway and MDT standard operating procedure in place ASAP.</p> <p>Ms Marshall/replacement to progress this with support from the YCN.</p>	Ms Marshall/Replacement	09/10/2008
4.3 Non Surgical pathway			
Log No	Action	Lead(s)	Deadline
7	<p>Mr Beckett tabled three draft pathways on the proposed management of the jaundiced patient, hilar cholangiocarcinoma and pancreatic cysts produced by Dr Lowe, Dr Sheridan and Dr Beckett.</p> <p>Miss Murray to circulate the pathways with the action log.</p>	C Murray	25/07/2008
8	Members to send any comments on the pathways to clair.murray@ycn.nhs.uk by 31st July 2008.	All	31/07/2008
9	Members to sign off the pathways at the next meeting.	All	09/10/2008

5. Clinical Guidelines Review			
5.1 Oncology			
Log No	Action	Lead(s)	Deadline
10	Dr Anthony to review the updated chemotherapy guidelines to consider the outcomes of recent clinical trials and re circulate to the group.	A Anthony	31/07/2008
11	Members to sign off these guidelines at the next meeting.	All	09/10/2008
6. Broadening the Pancreatic group to include HPB			
Log No	Action	Lead(s)	Deadline
12	Members agreed to consider expanding the group's remit to include liver cancer after making progress on pancreatic work at the next meeting in September. Miss Murray to keep this as a standing agenda item.	C Murray	Ongoing
7. Educational Event			
Log No	Action	Lead(s)	Deadline
13	Ms Stephenson informed the group that the YCN Upper GI & Pancreatic all day event is scheduled to take place on 7th November 2008 at the Pavillions of Harrogate. A draft agenda was tabled at the meeting. Dr Beckett informed the group that he has formally written to all the speakers included on the agenda. The group agreed to include YCRN trials and recruitment as an additional agenda item. Dr Beckett to develop the agenda for the educational event and to email Miss Murray with the formal headings of the agenda items.	C Beckett	31/07/2008
14	Miss Murray to send out advance notification of the event.	C Murray	04/07/2008
8. Membership			
8.1 Vice Chair			
Log No	Action	Lead(s)	Deadline
15	Dr Beckett informed the group that Mr Andy Smith has accepted the role of Vice Chair Mr Duffy to write to Mr Andy Smith to formally welcome him as Vice Chair.	S Duffy	31/07/2008
8.2 Service Improvement Lead			
Log No	Action	Lead(s)	Deadline
16	Mrs Hey informed members that she is no longer the Service Improvement Lead for the group. Dr Anthony agreed to be the Service Improvement Lead for the NSSG after the meeting.		N/A

9. Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
17	<p>Mr Tinkler presented the latest CWT data.</p> <p>The Cancer Reform Strategy (CRS) was published in December 2007. Within the CRS there are several commitments to extend the NHS Cancer Plan standards. This document details the dataset revisions required to monitor the existing NHS Cancer Plan standards in a manner consistent with the monitoring of the 18-Week standard, and introduces the data elements needed to support the new CRS waiting time standards;</p> <ul style="list-style-type: none"> •Maximum two month wait from referral from a cancer screening service to first treatment for all cancers (December 2008) •Maximum two month wait from a consultant's decision to upgrade the urgency of a patient they suspect to have a cancer to first treatment for all cancers (December 2008) •Maximum one month wait for all subsequent treatments for new cases of primary and recurrent cancer where radiotherapy is the chosen treatment modality (December 2010) •Maximum one month wait for all subsequent treatments for new cases of primary and recurrent cancer where an anti-cancer drug regimen or surgery is the chosen treatment modality (December 2008) •Maximum one month wait for all subsequent treatments for new cases of primary and recurrent cancer for all other treatment modalities (December 2008). <p>To keep members updated on the CWT data.</p>	P Melling	09/10/2008
10. Any Other Business			
Log No	Action	Lead(s)	Deadline
18	<p>► YCRN</p> <p>Dr Anthony presented latest updates on the Upper GI portfolio and recruitment on behalf of Ms Fiona Halstead.</p>		N/A
19	<p>Miss Murray to amend the membership list to reflect the changes in Service Improvement Lead, Chair & Vice Chair and to upload this onto the YCN website.</p>	C Murray	04/07/2008

Date of Next Meeting(s)

Thursday 9th October 2008 2:00 pm
 Conference Room, Field House, Bradford Royal Infirmary