

Actions of the meeting held on  
Tuesday 19 January 2010, 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)	
Dr C Kay	
Mr J May	
Ms T Wilcocks	
Dr A Verma	Calderdale and Huddersfield NHS Foundation Trust
Mr G Dyke	Harrogate and District NHS Foundation Trust
Dr A Anthoney	Leeds Teaching Hospitals NHS Trust
Mrs A Craig	
Dr G Radhakrishna	
Mr A Smith	
Ms K Morton	York Hospitals NHS Foundation Trust
Dr J Turvill	
Mr P Melling	Yorkshire Cancer Network
Mrs H Ryan	
Ms F Stephenson	
Ms F Halstead	Yorkshire Cancer Research Network

**Apologies**

Dr D Clements, Dr M Denyer, Ms A Fletcher, Ms A Procter, Dr S Shah, Dr C Verbeke, Ms L Verity

<b>1. Welcome and Apologies</b>			
Log No	Action	Lead(s)	Deadline
40	Conrad Beckett welcomed the Group.	N/A	N/A
<b>2. Action Log from the last meeting</b>			
Log No	Action	Lead(s)	Deadline
41	The Action Log from the last meeting was agreed as an accurate record.	N/A	N/A
<b>3. Matters arising</b>			
<b>3.1 Update on Pancreatic Surgery Transfer</b>			
Log No	Action	Lead(s)	Deadline
42	Angie Craig reported that the Transfer of Pancreatic Surgery took place on 1st December and there have been no problems to report.	N/A	N/A
<b>3.2 Broadening the Pancreatic group to include HPB</b>			
Log No	Action	Lead(s)	Deadline
43	The Group agreed that once the Pancreatic Pathway is signed off the Group can look to broaden the Group to include HPB. Peter Lodge had previously agreed to work up the HPB Guidance.  To add to the next meeting agenda.	E Jehan	02.02.2010

**Pancreatic Group : Actions of the meeting held on Tuesday 19th January 2010 3:45pm**

<b>3. Matters arising</b>			
<b>3.2 Broadening the Pancreatic group to include HPB</b>			
Log No	Action	Lead(s)	Deadline
44	To contact Peter Lodge about the HPB Guidance.	F Stephenson	02.02.2010
<b>4. YCRN update</b>			
Log No	Action	Lead(s)	Deadline
45	Fiona Halstead presented the YCRN Performance Report circulated with the meeting papers.  To continue to provide regular updates to the Group.	F Halstead	Ongoing
<b>5. Peer Review</b>			
<b>5.1 Briefing for the YCN Peer Review Visit – 26th March 2010</b>			
Log No	Action	Lead(s)	Deadline
46	Helen Ryan, Peer Review Support Manager presented to the Group on the upcoming Peer Review visits. The Pancreatic NSSG visit will take place on 26th March and invites have been sent to the Key members of the Group: <ul style="list-style-type: none"> <li>• Chair and Vice Chair</li> <li>• Service Improvement Lead</li> <li>• User Involvement and Patient Information Lead</li> <li>• Oncologist/Surgeon</li> <li>• Research Lead</li> </ul> <p>Other representatives to be included in the visit will be:</p> <ul style="list-style-type: none"> <li>• Service User/Carer</li> <li>• Cancer Manager</li> <li>• YCN Team Member</li> <li>• Commissioner</li> </ul> <p>Concerns were raised that the Upper GI and Pancreatic NSSG visits run concurrently, however Alan Anthoney (Research Lead) and Aidan Henry (UI &amp; PI Lead) are key members of both NSSGs. Tracey Wilcocks is also Chair of both Specialist Groups.</p> <p>The Group agreed that Alan Anthoney and Aidan Henry would attend the Pancreatic visit and Noreen Hawkshaw would represent the Specialist Group.</p> <p>To confirm attendance at the Visit to Helen Ryan.</p>	All	02.02.2010
47	Concerns were raised that there is no User representation on the NSSG, it has been historically difficult to recruit Pancreatic patients to the Group.  Tracey Wilcocks informed the Group she is in contact with an ex-carer who is keen to be involved in the Network and may be willing to become the User Representative on the Group and be involved in the Peer Review visits.  To discuss User Involvement with the ex-carer.	T Wilcocks	22.01.2010
48	To confirm ex-carer involvement in Peer Review visit to Helen Ryan.	T Wilcocks	22.01.2010
49	The Group were informed that LTHT will receive a visit in March 2011, the NSSG will not be visited.	N/A	N/A

<b>6. Guidelines for the Investigation and Management of Pancreatic Cancer</b>			
Log No	Action	Lead(s)	Deadline
<b>50</b>	<p>The final draft of the Guidelines was tabled following amendments at the last meeting, the Group discussed these in detail and agreed changes.</p> <p>The Group discussed non surgical oncology pathways and recruitment to trials. The YCN agree to organise a meeting of oncologists to discuss this.</p> <p>Further to this it was suggested that a joint MDT 'Time Out' be held between the West of West Yorkshire SMDT and the Pancreatic SMDT.</p> <p>To meet to discuss the non surgical oncology pathways and recruitment to trials.</p>	Oncologists	Ongoing
<b>51</b>	<p>The Group were informed that the Peer Review deadline for uploading documents to the CQuINS website is Friday 22nd January.</p> <p>To make agreed changes to the document and upload to the YCN and CQuINS website.</p>	F Stephenson, P Melling & E Jehan	22.01.2010
<b>6.1 Pathology Guidelines</b>			
Log No	Action	Lead(s)	Deadline
<b>52</b>	<p>Andy Smith updated the Group on the Pathology Guidelines as Caroline Verbeke was unable to attend the meeting.</p> <p>The Pathology Chapter of the Guidelines mirrors the current National Guidelines however the process of agreeing them has been delayed by the Royal College of Pathologists; it is not expected that the National Guidelines will be agreed before March.</p> <p>To update the Group when the National Guidelines are agreed.</p>	C Verbeke	Ongoing
<b>7. Audit update</b>			
Log No	Action	Lead(s)	Deadline
<b>53</b>	<p>Philip Melling updated the Group on the Audit of Pancreatic Cancer Waiting Times Completeness.</p> <p>Each Trust will be asked 3 questions:</p> <ul style="list-style-type: none"> <li>• Number and % of matched known patients</li> <li>• Number and % of unmatched patients</li> <li>• Number of additional patients unknown to NYCRIS</li> </ul> <p>The Group agreed to present this at the Educational Event in May.</p> <p>To circulate a lists of patients identified as being first seen in each Trust.</p>	P Melling	02.02.2010
<b>54</b>	To present audit results at Educational Event.	P Melling / All	14.05.2010
<b>8. Nurses Update</b>			
Log No	Action	Lead(s)	Deadline
<b>55</b>	<p>Tracey Wilcocks updated the Group on behalf of the HPB Specialists Group; Calderdale &amp; Huddersfield are currently advertising a part time band 6 post, Bradford have an unadvertised post, York have put a bid in to Macmillan for a part time band 6 post and Leeds have a seconded post starting in February.</p> <p>To continue to provide regular updates to the Group.</p>	T Wilcocks	Ongoing

**Pancreatic Group : Actions of the meeting held on Tuesday 19th January 2010 3:45pm**

<b>9. Cancer Waiting Times</b>			
Log No	Action	Lead(s)	Deadline
56	Philip Melling presented NCIN data on the Incidence, 1 year survival and 5 year survival for Pancreatic cancer, along with the latest CWT data.  To continue to provide regular updates to the Group.	P Melling	Ongoing
<b>10. Educational Event</b>			
Log No	Action	Lead(s)	Deadline
57	The Group were informed that the joint Upper GI & Pancreatic Event has been booked for Friday 14th May at the Pavilions of Harrogate.  The Group discussed possible presentation topics and agreed to present the Group Audit, it was suggested that Peter Lodge could present the HPB Guidelines if developed.  Alan Anthoney suggested a presentation on Diabetes in Patients with Pancreatic Cancer; Andy Smith suggested Claire Philips, a Dietician based in Guildford who speaks at Educational Events across the UK could be approached to present around this topic.  To forward ideas for presentation topics to John May.	All	02.02.2010
58	To contact Peter Lodge about presenting HPB Guidelines at the Educational Event.	C Beckett & F Stephenson	02.02.2010
59	To forward contact details for Claire Philips to Fiona Stephenson.	A Smith	02.02.2010
60	To develop a half day Event Programme.	C Beckett	26.02.2010
61	The Group discussed sending out for abstracts for Poster presentations with a financial incentive. It was proposed that a sponsor could be approached to provide a prize for the winning poster.  To investigate further and inform Emma Jehan of any arrangements made.	C Beckett	02.02.2010
<b>11. Any Other Business</b>			
Log No	Action	Lead(s)	Deadline
62	It was agreed that the Pancreatic Group will meet at 2pm at the next meeting (8th June) and the Upper GI Group will move to 3.45pm.  To inform all members of the Upper GI & Pancreatic Groups of the changes made to the next meeting.	E Jehan	02.02.2010

**Date of Next Meeting(s)**

Friday 14th May 2010 9:00am  
Pavilions of Harrogate, Great Yorkshire Showground, Harrogate [Educational Event]

Tuesday 8th June 2010 2:00pm  
Conference Room, Field House, Bradford Royal Infirmary

Thursday 18th November 2010 3:45pm  
Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital