

**Present:**

|                   |  |
|-------------------|--|
| Dr P DaCosta      | Airedale NHS Trust                               |
| Dr P Carder       | Bradford Teaching Hospitals NHS Foundation Trust |
| Dr A Gledhill     | Harrogate and District NHS Foundation Trust      |
| Dr S Lane (Chair) | Leeds Teaching Hospitals NHS Trust               |
| Dr A Anathhanam   | Mid Yorkshire Hospitals NHS Trust                |
| Ms C Sheard       | Yorkshire Cancer Network                         |

**1. Apologies**

Dr A Andrew, Mr P Melling, Mr B Tinkler

| <b>2. Action Log from the last meeting- Actions Completed</b> |  |          |           |
|---|--|----------|-----------|
| Log No  | Action   | Lead(s)  | Deadline  |
| 1   | Items 4, 3, 7, 8 and 7.9 from the previous action log have been circulated and completed. The record was accepted as correct.  | S Lane   | June 2007 |
| <b>3. Matters arising</b>                                     |  |          |           |
| Log No  | Action   | Lead(s)  | Deadline  |
| 2   | Workforce membership list needs to be updated regularly. A list was circulated at the meeting.<br><br>Ms Sheard to put 'update pathology workforce membership' as a standing agenda item.<br><br>Ms Sheard to circulate with Action Log.                 | C Sheard | June 2007 |
| <b>3.1. HER2 Testing - Update</b>                             |  |          |           |
| Log No  | Action   | Lead(s)  | Deadline  |
| 3   | Dr Lane reviewed the Leeds Diagnostic Oncology Service review of the first year of YCN fully prospective Her2 testing. It was noted it would be helpful if pathologist added tumour type and grade to the request form.<br><br>A new form to be updated. | S Lane   | July 2007 |
| <b>4. Pathology Guidelines</b>                                |  |          |           |
| Log No  | Action   | Lead(s)  | Deadline  |
| 4   | Pathology Breast Guidelines still need to be developed and Dr Carder volunteered to produce the draft guidelines and forward to Ms Sheard to circulate to group members for comments.  | C Sheard | July 2007 |

| <b>4.1. Colorectal</b>                |   |          |            |
|---------------------------------------|---|----------|------------|
| Log No                                | Action  | Lead(s)  | Deadline   |
| 5                                     | Colorectal guidelines have been updated and need to be signed by group chairs and put on YCN website. It was felt that those undergoing Peer Review should indicate the update is now available as the ones on the website are out of date. The present guidelines are likely to need updating before the two year period in view of changes associated with the new screening programme.<br><br>Ms Sheard to send of for signing and published on the YCN website. | C Sheard | 12/09/2007 |
| <b>4.2. Thyroid</b>                   |   |          |            |
| Log No                                | Action  | Lead(s)  | Deadline   |
| 6                                     | The Guidelines have been approved and have been published on the YCN website. These guidelines may need to be reviewed prior to the two year cut-off date<br><br>To be discussed at next meeting  | C Sheard | 12/09/2007 |
| <b>4.3. Breast</b>                    |   |          |            |
| Log No                                | Action  | Lead(s)  | Deadline   |
| 7                                     | Pathology Breast Guidelines have been sent to the Breast NSSG pathology leads to produce the first updated draft guidelines and forward to Ms Sheard to circulate to group members for comments.  | C Sheard | 12/09/2007 |
| <b>4.4. Lung</b>                      |   |          |            |
| Log No                                | Action  | Lead(s)  | Deadline   |
| 8                                     | The group suggested lung guidelines should be updated next to reflect the Royal College update of their dataset.<br><br>Dr Lane to write to Lung NSSG representatives to commence the process.  | S Lane   | July 2007  |
| <b>5. Network Development Project</b> |   |          |            |
| Log No                                | Action  | Lead(s)  | Deadline   |
| 9                                     | NSSG Representation<br><br>A proforma document was sent out in April with a covering letter from Dr Lane asking for NSSG representatives to complete the form when attending an NSSG meeting and use it to report back at Pathology meetings. There were only two feedbacks, Colorectal and Breast.<br><br>This needs to be followed-up and NSSG representatives need reminding to use the form. Dr Lane said she would speak to representatives.                   | S Lane   | July 2007  |
| 10                                    | NSSG Representation<br><br>It was agreed to have 'NSSG Representation Update' on future agendas.  | C Sheard | 12/09/2007 |
| 11                                    | NSSG Representation<br><br>In the absence of any volunteers for localities Upper GI NSSG representative, Dr Gledhill agreed to take this position.<br><br>Ms Sheard to update representative list.  | C Sheard | July 2007  |

| <b>5. Network Development Project</b>           |   |                        |            |
|---|---|------------------------|------------|
| Log No  | Action  | Lead(s)                | Deadline   |
| 12  | <p>Dr Gledhill and Dr Lane updated the group about meetings with YCN Project Leads developing patient pathways. It was important to link pathology quality and cost aspects into the patient pathways to help inform Commissioners. Dr Gledhill was also involved in the colorectal pathway development which may form a template for other NSSG's. Development of the NSSG pathology representation and feedback would be an essential part of this project.</p> <p>Dr Lane to update at next meeting.</p>               | S Lane / A Gledhill    | 12/09/2007 |
| <b>6. NYCRIS - Comments &amp; Update</b>        |   |                        |            |
| Log No  | Action  | Lead(s)                | Deadline   |
| 13  | <p>In the absence of Mr Tinkler Dr DaCosta brought the group up-to-date on the developments within NYCRIS. There has been a change in the Directors and Board and they now have measures to meet. NYCRIS are now using the CWT figures to register cancer data, but were keen that pathologists continued to submit as much pathology data as possible, preferably including a NYCRIS form.</p> <p>Dr DaCosta to report back on developments at next meeting.</p>   | P DaCosta              | 12/9/2007  |
| <b>7. Educational Event 27.11.07 - Planning</b> |   |                        |            |
| Log No  | Action  | Lead(s)                | Deadline   |
| 14  | <p>It was agreed that sponsorship will be needed for the next Histopathology event in November or they will not be able to provide lunch. Dr Lane informed the group that there would be no YCN administrative support for the event. The meeting will be held in the YCRN Conference Rooms at Cookridge Hospital.</p> <p>Drs Gledhill and Da Costa suggested a colorectal update including changes due to screening and in the Royal College datasets and would enquire into suitable speakers for the next meeting.</p> | A Gledhill / P DaCosta | 12/09/2007 |
| <b>8. Any Other Business</b>                    |   |                        |            |
| Log No  | Action  | Lead(s)                | Deadline   |
| 15  | <p>Dr Lane had received a protocol for a Gastric Cancer Pathology Audit based on pathology referral practices from Dr H. Grabsch and preliminary numbers of report and proformas submitted. Several items arose during debate and Dr Lane agreed to take these to the Educational Event in the afternoon and then back to Dr Grabsch for comment.</p> <p>Dr Lane to report back to the group at the next meeting.</p>   | S Lane                 | June 2007  |
| 16  | <p>Dr Lane had received a gynae audit based on pathology referral practices from Harrogate. It was understood that Dr Wilkinson was also undertaking an audit of centralised referrals.</p> <p>It was suggested that Dr Gledhill could see if both could be discussed at the next Histopathology Event in November.</p>   | A Gledhill             | 27/11/2007 |

**Date of Next Meeting(s)**

Wednesday 12th September 2007 9:15 am  
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital

Tuesday 27th November 2007 1:30 pm  
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital