

Present:

Dr J O'Dowd	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
Mr P Melling	Yorkshire Cancer Network
Miss G Thomson	
Mr B Tinkler	
Mr D Walton	

1. Apologies

Dr A Andrew, Dr P DaCosta

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
17	The form with contact details will be updated when the move to the new Oncology wing is completed.	S Lane	January 2008
18	HER2 Testing It would be helpful if Pathologists continue at present to put details of tumour type and grade on the request form.	All	Ongoing
19	Dr Lane has contacted Dr Grabsch with regard to the Gastric Cancer Pathology Audit but heard nothing back. To contact Dr Grabsch to find out progress of Audit and to feedback at the first meeting of 2008.	S Lane	January 2008
3. Matters arising			
Log No	Action	Lead(s)	Deadline
20	All relevant items listed on agenda.		
4. Update pathology workforce membership			
Log No	Action	Lead(s)	Deadline
21	The Pathology Workforce membership was circulated round the meeting to make any appropriate amendments. To update Pathology Workforce membership and send to Dr Lane.	G Thomson	24/09/07

5. YCRN - Cancer Peer Review			
Log No	Action	Lead(s)	Deadline
22	This is an agenda item for the Site Specific groups and should not have been on this agenda. However, the group then briefly discussed Peer Review. Colorectal and Head & Neck Cancers to update at the first meeting of 2008.	B Tinkler	January 2008
6. Pathology Guidelines			
Log No	Action	Lead(s)	Deadline
23	To produce a table with all the review dates for the pathology guidelines and circulate to the group.	G Thomson	24/09/07
24	The group agreed it would be useful to have a Network Audit for Head & Neck as to whether receipt of report by the referring pathology department follows the Network guidelines. To contact the Head & Neck leads to help with the proposed Audit.	S Lane	January 2008
6.1. Breast			
Log No	Action	Lead(s)	Deadline
25	The draft has been circulated and comments have been received back from most Trusts. To update the guidelines and circulate again for final comments so they can be discussed and agreed at the first meeting of 2008.	P Carder / G Thomson	January 2008
26	Dr Lane and Dr Carder to ask at the Quality Assurance Meeting 11/10/07 if people would mind the next round of details being analysed for tumour grades as an Audit of Consistency of Grading. To contact the National Data Centre to see if they will agree to the Audit of Consistency of Grading within the YCN.	S Lane	11/10/07
27	A request for a Yorkshire Breast Tissue Bank was raised at the meeting. Dr Carder to contact V Speirs to request the specific details of the requirement. To update at the first meeting of next year.	P Carder	January 2008
6.2. Colorectal			
Log No	Action	Lead(s)	Deadline
28	To review the new guidelines including those produced by the Royal College of Pathologists at the first meeting of 2008.	A Gledhill	January 2008
6.3. Thyroid			
Log No	Action	Lead(s)	Deadline
29	Updated guidelines on YCN website, for review in 2 years.		Review 2009

6.4. Lung			
Log No	Action	Lead(s)	Deadline
30	The Royal College of Pathologists guidelines should be produced within the next year. To revise the YCN guidelines when the new ones have been produced.		Review 2008
7. NSSG Representation Update			
Log No	Action	Lead(s)	Deadline
31	To circulate the Skin and Gynaecology draft peer review measures to the Pathology Skin and Gynaecological Leads and to the group. Comments should be made to the national peer review team.	G Thomson	12/09/07
8. Network Development Project			
Log No	Action	Lead(s)	Deadline
32	D Walton gave a presentation to the group. To circulate a copy of the presentation/handout to the members of the group.	G Thomson	30/09/07
33	To organise a meeting before the Educational Event 27/11/07 to discuss the Network Development Project. (The meeting date is 05/11/07 at 11:00am, YCRN Conference Room 2, IDA Nurses Home, Cookridge Hospital.) D Walton to produce the agenda to be circulated to the group. Any members unable to attend the meeting should send a deputy along.	D Walton / G Thomson	15/10/07
9. NYCRIS - Comments & Update			
Log No	Action	Lead(s)	Deadline
34	Dr DaCosta was unable to attend the meeting, however sent a brief update which was read out at the meeting. To update at the first meeting of 2008.	P DaCosta	January 2008
10. Terms of Reference			
Log No	Action	Lead(s)	Deadline
35	The Annual Report was tabled at the meeting. To send a copy of the Annual Report to all those not present at the meeting.	G Thomson	24/09/07
36	The group to read the Annual Report and send comments back to Dr Lane.	All	01/10/07
37	To produce a final copy of the Annual Report and send to Dr Lane.	G Thomson	12/10/07
44	The Terms of Reference will be brought to the development meeting on 5th November to discuss whether they should be updated.		05/11/07
11. Educational Event			
Log No	Action	Lead(s)	Deadline
38	Dr Lane to produce an agenda for the event on 27/11/07 and circulate to the group.	S Lane	12/10/07

13. Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
39	To update at the first meeting of 2008.	P Melling	January 2008
14. Any Other Business			
Log No	Action	Lead(s)	Deadline
40	<p>► Dr Gledhill raised the subject of Big Block Machines.</p> <p>The group to email Dr Gledhill about Big Block Machines and the equipment they use and send a cassette.</p>	All	28/09/07
41	<p>► Group membership</p> <p>At present the representative from Calderdale and Huddersfield does not attend the meetings.</p> <p>To contact the Calderdale and Huddersfield Trust to nominate a representative to join the group.</p>	B Tinkler	17/09/07
15. Date of Next Meeting(s)			
Log No	Action	Lead(s)	Deadline
42	<p>Dates for next years meetings where discussed. The group felt that Wednesdays or Thursdays would be a good time to meet.</p> <p>To circulate dates for the 2008 meetings.</p>	G Thomson	28/09/07
43	The meeting on Monday 5th November was arranged in the meeting to focus on Network Development.		

Date of Next Meeting(s)

Monday 5th November 2007 11:00 am
 YCRN Conference Room 2, Ida Nurses Home, Cookridge Hospital