

Present:

Dr P DaCosta	Airedale NHS Trust
Dr P Carder	Bradford Teaching Hospitals NHS Foundation Trust
Dr G Thomas	Calderdale and Huddersfield NHS Foundation Trust
Dr A Gledhill	Harrogate and District NHS Foundation Trust
Dr S Lane (Chair)	Leeds Teaching Hospitals NHS Trust
Dr A Anathanam	Mid Yorkshire Hospitals NHS Trust
Dr K Miller	York Hospitals NHS Foundation Trust
Mr P Melling	Yorkshire Cancer Network
Mr B Tinkler	

Apologies

Dr A Cairns, Dr E Millward, Mrs H Ryan, Dr J Stahlschmidt

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
25	<p>► Update Pathology Workforce Membership</p> <p>The YCN Pathology workforce membership list was circulated at the meeting. Each locality amended their trusts membership.</p> <p>To update the workforce report.</p>	H Ryan	Review next meeting
26	<p>► NHS Mailboxes for Pathology Communication</p> <p>The group agreed that the mailboxes could be beneficial but currently aren't working.</p> <p>Agreed that the site specific mailboxes are likely to be checked by the MDT Co-ordinators who would forward to relevant people.</p> <p>To get NHS Mailbox addresses and add to the workforce report.</p>	P Melling	Review next meeting
27	<p>► Yorkshire Breast Tissue Bank</p> <p>P Carder gave an update on the Yorkshire Breast Tissue Bank.</p> <p>Advised no need for a Network Breast tissue bank as Leeds is hopefully setting up a national tissue bank with Breast Cancer Campaign.</p> <p>Bradford University has set up a general tissue bank, "Ethical Tissue" which will include breast cancer tissue.</p> <p>At present only Leeds and Bradford are setting up tissue banks, the group knew of no plans to set up tissue banks in any of the other Trusts.</p> <p>To continue to keep the group updated on progress with the respective tissue banks.</p>	P Carder & S Lane	Review next meeting

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
28	<p>► Gynaecology Audit</p> <p>P Melling updated the Group on the Gynaecology Audit in May, Daniel Scott presented audit from Harrogate.</p> <p>The audit showed good agreement between the Unit and Centre pathologists. There was general agreement that not everything needed to be sent to Leeds for review when straightforward. However identification of which cases needed to be sent for expert review was more problematic.</p> <p>Nafisa Wilkinson didn't present at the Gynaecology Meeting in May. The next review of the Gynaecology Pathology Guidelines need to address this issue of central review as there is concern about variation in individual Trust practices. The Gynaecology NSSG on September 12th asked the Pathology Group to review the guidelines for pathology as part of the wider review of all Gynaecology clinical guidelines.</p> <p>To ask N Wilkinson and A Andrew to review the Gynaecology pathology guidelines.</p>	S Lane	Review next meeting
4. Pathology Guidelines			
Log No	Action	Lead(s)	Deadline
29	<p>The group discussed adding timings and quality measures to each guideline document.</p> <p>The group agreed to put a minimum time frame of 5 working days for diagnostic biopsy turnaround into the guidelines as this fits well with the weekly MDT's and JAG accreditation.</p> <p>For resection cases, timings were more problematic because of the complexity of different cases and it was felt that quality measures should be added to cover both these and the diagnostic cases. A suggested form of wording was along the lines of 1. Biopsy turnaround: 80% should be reported in five working days 2. Resections: pathology reporting should conform to current Royal College of Pathologists' and Yorkshire Cancer Network reporting guidelines.</p> <p>It was also agreed that there are exceptions and that 80% of cases should be turned around in 5 working days, whereas more complicated cases would be treated as exceptions. This is in line with national accreditation levels.</p> <p>To discuss with Pathway Development Groups.</p>	B Tinkler	Review next meeting
4.1 Breast			
Log No	Action	Lead(s)	Deadline
30	<p>P Carder updated the group on the Breast guidelines, the guidelines are currently with the K Horgan, and will be reviewed by the Breast NSSG at their next meeting in November.</p> <p>To update the YCN website with the updated guidelines.</p>	H Ryan	11/11/2008

4. Pathology Guidelines			
4.2 Colorectal			
Log No	Action	Lead(s)	Deadline
31	<p>► Colorectal Audit</p> <p>P Melling gave an update on the colorectal audit (CR07). He is currently waiting for final proforma information and a decision about ethics approval. It is now hoped to begin on January 1st 2009.</p> <p>A Gledhill has updated the dataset for colorectal cancer following a recent update to the Royal College dataset and guidelines. It now is also aligned with the National Bowel Cancer Screening Guidelines.</p> <p>To circulate updated guidelines and dataset forms to the colorectal cancer lead pathologists in each Trust.</p>	A Gledhill	30/10/2008
32	To update the YCN website with the updated guidelines and dataset proforma.	H Ryan	30/10/2008
5. Peer Review Update			
Log No	Action	Lead(s)	Deadline
33	<p>B Tinkler gave an update on Peer Review.</p> <p>Responses from the national consultation on a new process are currently being collated. It has been suggested that MDT and Cross Cutting Groups move to an annual self assessment process. This will be a phased implementation.</p> <p>Peer Review visits will take place in June 2009.</p> <p>Groups to be reviewed so far are:</p> <ul style="list-style-type: none"> • Skin • Revised Gynaecology • Specialist Upper GI • Specialist Urology <p>B Tinkler also advised there will be some targeted revisiting of MDTs.</p> <p>To keep the group updated on future developments with peer review.</p>	B Tinkler	Review next meeting
34	<p>The group discussed developing a document template for a pathology department operational policy.</p> <p>The group discussed the options for amending existing departmental documentation for the purposes of peer review.</p> <p>To develop and circulate to the group for comment.</p> <p>Group to submit comments to P DaCosta.</p>	P DaCosta/ All	Review next meeting

6. NSSG Representation Update			
Log No	Action	Lead(s)	Deadline
35	<p>The group agreed to leave the NSSG Representation list as it is unless members wish to leave.</p> <p>S Lane discussed how Pathology representatives on the NSSG's can feedback issues from the NSSG meetings.</p> <p>P Melling advised the group he may be able to develop an online form which will automatically remind members to write a short NSSG feedback report.</p> <p>To develop an web solution to assist with collection of NSSG feedback reports.</p>	P Melling	Review next meeting
7. Audit			
7.1 Update on ENT Audit			
Log No	Action	Lead(s)	Deadline
36	<p>P Melling gave an update on the ENT Audit.</p> <p>The group discussed discrepancies between the audit results of Leeds and Mid Yorkshire: these have now been resolved.</p> <p>The group agreed that there are issues with Thyroid reports being sent back to the Pathology department once reviewed.</p> <p>A Anathhanam advised the group that Mid Yorkshire experience problems with all ENT reports.</p> <p>To write to ENT Pathology Consultants in Leeds to request that for every ENT and Thyroid case a copy of the report is sent to the host Pathology department once reviewed.</p>	S Lane	30/10/2008
7.2 Update on Breast Audit			
Log No	Action	Lead(s)	Deadline
37	<p>S Lane gave an update on the Breast Audit.</p> <p>S Lane to submit report to National Coordinating Centre and will need comments from group about whether or not the documents are useful.</p> <p>To circulate the Breast Audit documents to the group.</p> <p>Group to submit comments to S Lane.</p>	H Ryan/ All	30/10/2008
8. Cancer Waiting Times			
8.1 Recent Figures			
Log No	Action	Lead(s)	Deadline
38	<p>P Melling gave an update on the current cancer waiting times data. He also gave a brief overview of the Going Further on Cancer Waits and the new waiting times standards and rules that will come in from the 1st January 2009.</p> <p>To keep the group updated on future cancer waiting times.</p>	P Melling	Review next meeting

9. Educational Event			
Log No	Action	Lead(s)	Deadline
39	S Lane informed the group that the date for the Pathology Educational Event has been agreed and will be taking place in late November. To email dates to H Ryan for circulation to the Group.	S Lane	03/10/2008
10. Any Other Business			
Log No	Action	Lead(s)	Deadline
40	The Group agreed to hold 3 business meetings in 2009 and proposed meeting in January, June and October. To circulate meeting dates and venues once agreed with the Chair and Vice Chair.	H Ryan	30/10/2008

Date of Next Meeting(s)

Wednesday 26th November 2008 12:30 pm
Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital
[Educational Event]

Wednesday 7th January 2009 9:30 am
Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital

Tuesday 19th May 2009 9:30 am
Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital

Wednesday 16th September 2009 9:30 am
Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital