

**Present:**

Dr P DaCosta	Airedale NHS Foundation Trust
Dr A Buxton (Chair)	Harrogate and District NHS Foundation Trust
Dr A Cairns	Leeds Teaching Hospitals NHS Trust
Dr A Anathhanam	Mid Yorkshire Hospitals NHS Trust
Mr R Sellens	
Mr T Hair	York Teaching Hospital NHS Foundation Trust
Mrs C Irving	Yorkshire Cancer Network
Mr P Melling	

**Apologies**

Dr P Carder, Dr S Lane, Dr N Maughan

<b>1. Welcome and Apologies</b>			
Log No	Action	Lead(s)	Deadline
19	Ann Buxton welcomed everyone to the meeting and apologies were noted.	N/A	N/A
<b>2. Action Log from the last meeting</b>			
Log No	Action	Lead(s)	Deadline
20	The action log from the last meeting was agreed to be a true record.	N/A	N/A
<b>4. Chair and Vice Chair</b>			
Log No	Action	Lead(s)	Deadline
21	Following discussion, members agreed to amend the Group's Constitution to include a 2 year Chair tenure, reviewed annually thereafter to a maximum of 5 years.  Clair Irving to make the necessary changes and upload to the YCN web.	C Irving	ASAP
<b>5. Guidelines for review</b>			
<b>5.1 Soft Tissue Sarcoma</b>			
Log No	Action	Lead(s)	Deadline
22	These were reviewed last year and no changes made. As there has been no new RCPATH guidance in the interim members agreed that the current review date can be refreshed.  Clair Irving to make the necessary amendments.	C Irving	ASAP

<b>5. Guidelines for review</b>			
<b>5.2 Lung</b>			
Log No	Action	Lead(s)	Deadline
23	Members agreed that these need to be updated to include EGFR testing.  Ann Buxton asked Philip DaCosta to liaise with Les Davidson to make the necessary amendments and send to clair.irving@ycn.nhs.uk.	P DaCosta	ASAP
<b>5.3 Upper GI</b>			
Log No	Action	Lead(s)	Deadline
24	Members agreed that information regarding HER2 in gastric cancer needs to be included.  Ann Buxton is to ask Heike Grabsch to review these and send to clair.irving@ycn.nhs.uk.	A Buxton	ASAP
<b>6. ToR, Work Programme and Annual Report</b>			
Log No	Action	Lead(s)	Deadline
25	Members discussed the three peer review documents in detail and suggestions for changes were made. Members agreed to sign the documents off.  Clair Irving to make the necessary changes and upload to the YCN web.	C Irving	ASAP
<b>7. HPV status in oropharyngeal cancer</b>			
Log No	Action	Lead(s)	Deadline
26	The Chair of the Head and Neck NSSG had sent a letter asking which institutions provided HPV testing for head and neck cancer. None of the members had any experience in this field.  Clair Irving would send the letter from the Head and Neck NSSG to Ann Buxton cc Trevor Hair.  Trevor Hair agreed to look into HPV testing in head and neck cancer and report back to the group.	C Irving & T Hair	ASAP
<b>8. Difficult melanocytic lesions panel</b>			
Log No	Action	Lead(s)	Deadline
27	It was noted that this hasn't been pursued any further.  Members agreed to address this issue at the EQA educational meeting to ask who would be interested in setting up a panel and to discuss how much people would be willing to pay for a second opinion.  To report back at the next meeting.	A Buxton	17/01/2012

<b>9. Referral of specimens for central MDT review</b>			
Log No	Action	Lead(s)	Deadline
28	<p>Alison Cairns reported that she had met with Angie Craig to enquire if it would be possible to look at PPM to ascertain how many cases per hospital are referred for central review. Martin Waugh is trying to extract the numbers referred, with a breakdown of those treated in the center and those returned to the units for treatment, in order to look at the cost implications for the units. Alison Cairns is working with Darren Treanor to audit the level of discrepancy between diagnosis in the units and diagnosis on review.</p> <p>Alison Cairns is to clarify the figures and report back to the Group.</p>	A Cairns	17/01/2012
29	<p>Members agreed that the referral fee should be worked into the provider to provider tariff as part to the whole patient pathway rather than charged to pathology labs.</p> <p>The group felt there was some ambiguity regarding the amount of the proposed charges for pathology review, with confusion as to whether pathology review charges were in addition to the proposed MDT charge.</p> <p>Ann Buxton is to write to Angie Craig for clarity on proposed charges given that there is no extra money for this in the pathway.</p>	A Buxton	ASAP
30	Ann Buxton is to write to the YCN Board to flag this issue.	A Buxton	ASAP
31	Ann Buxton is to write to the Chairs of each NSSG to ask their respective Groups to critically assess which cases are sent for central review and to prospectively audit whether a second opinion then changes diagnosis once Alison Cairns has more information from Leeds Managers on the costing's.	A Buxton	ASAP
<b>11. Fat clearing techniques</b>			
Log No	Action	Lead(s)	Deadline
32	<p>Trevor Hair reported that York have recently started routinely using fat clearing techniques for harvesting lymph nodes in colorectal cancer resections. Preliminary findings suggest, more efficient use of time and more positive nodes. The group proposed that it would be useful to feed back the experience of the technique in York to the wider pathology group at the next Educational Meeting. Alison Cairns reported that Carole Angel, a recent appointment in Leeds, also has experience of the technique in Sheffield.</p> <p>A Buxton to ask Andrew Clarke (York) and Carole Angel if they would be willing to give a short presentation at the next Educational meeting.</p>	A Buxton	ASAP
<b>12. Educational meeting</b>			
Log No	Action	Lead(s)	Deadline
33	Ideas for the educational meeting were discussed. Olorunda Rotimi had written to Ann Buxton offering to feedback the results of the network upper GI cancer audit. It was agreed to have 4 short presentations – the upper GI audit feedback, a presentation on fat clearing techniques, feedback from Judy Wyatt on the national liver pathology audit, then a discussion session on MDT referral and formation of a melanoma panel.	N/A	N/A

<b>13. YCN website update</b>			
Log No	Action	Lead(s)	Deadline
<b>34</b>	<p>It was noted that many of the Heads of Department and the site specific leads on the YCN website are out of date.</p> <p>Clair Irving and Philip Melling to ensure the website is up to date with the correct site specific Leads.</p>	C Irving & P Melling	ASAP
<b>14. YCN Datasets - staging and grading system</b>			
Log No	Action	Lead(s)	Deadline
<b>35</b>	<p>Members noted that currently none of the Trusts are transferring complete electronic datasets to the YCN as the text data used is not coded and therefore will not automatically populate the datasets. The roll out of PPM is hoped to provide a solution but it was noted that PPM will not "speak" to the pathology computer systems in the units, and transfer to PPM will still rely on the manual transfer of data from pathology reports to PPM. Philp DaCosta suggested that it might be more efficient to enter data directly to a central server at YCN but Philip Melling thought this would raise security issues. Following discussion as to which pieces of information were crucial, it was decided to ask NYCRIS to attend the next meeting to advise.</p> <p>To invite NYCRIS to the next meeting to feedback all the work on the pathology datasets.</p>	P Melling	17/01/2012
<b>15. CWT</b>			
Log No	Action	Lead(s)	Deadline
<b>36</b>	<p>Members discussed the latest cancer waiting times. Philip Melling informed the Group that the SHAs and PCTs are currently focusing on working to improve the 62 day targets.</p>	N/A	N/A
<b>16. Any Other Business</b>			
Log No	Action	Lead(s)	Deadline
<b>37</b>	<p>▶ HPV Testing</p> <p>Trevor Hair reported on progress of the rollout of HPV testing. Units doing over 35,000 tests are eligible to bid which has a deadline of November.</p>	N/A	N/A
<b>38</b>	<p>▶ National Cancer Bowel Awareness Programme</p> <p>Members were made aware that from January 2012, there will be a National bowel cancer awareness programme running for 2 months.</p>	N/A	N/A

### Date of Next Meeting(s)

Tuesday 17th January 2012 9:30am  
Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Wednesday 16th May 2012 9:30am  
Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Thursday 11th October 2012 9:30am  
Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital