

Present:

Dr I Fenwick	Bradford and Airedale Teaching PCT
Dr G Haslam (Chair)	
Dr P Selby	Leeds PCT
Dr R Markham	North Yorkshire and York PCT
Mr G Hughes	Yorkshire Cancer Network
Mr N Mungur	
Miss C Murray	
Mr B Tinkler	
Mrs J Toovey	

Apologies

Dr D Wild

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
20	<p>YCN Interface Monies:</p> <p>Georgina Haslam advised the group that she has not made any further progress on this issue.</p> <p>No further action required.</p>		N/A
3. Matters arising			
Log No	Action	Lead(s)	Deadline
22	<p>Chemotherapy Event:</p> <p>Georgina Haslam informed the group that she has not received a copy of the draft document on the cost of drugs from David Thompson.</p> <p>David Thompson to be invited to attend the next meeting to discuss the draft document on the cost of drugs and any associated risks following the Chemotherapy event and to add this to the next agenda.</p>	C Murray	Next Meeting
23	<p>The group discussed the need to revisit the ToR and workplan.</p> <p>To circulate these documents with the next agenda and to add this as a discussion point for the next meeting.</p>	C Murray	Next Meeting
4. Current Proposed Care Pathways			
Log No	Action	Lead(s)	Deadline
24	Using the principles agreed within the Sarcoma pathway, the group have agreed to focus primarily on the common cancer pathways this year.	All	Ongoing

4.1. Soft Tissue Sarcoma Pathway			
Log No	Action	Lead(s)	Deadline
25	<p>Geraint Hughes summarised the Soft Tissue Sarcoma Pathway and a group discussion followed.</p> <p>The group commented that since it is very difficult to determine the symptoms of such a rare cancer, it was suggested that a front end to the pathway is included, detailing referral guidelines for patients.</p> <p>Geraint Hughes to speak with Phil Robinson (Radiologist and chair of the Sarcoma NSSG) to determine if the issue of what is defined as a sarcoma eligible for referral can be resolved.</p>	G Hughes	Next Meeting
26	<p>Post meeting Barry Tinkler identified the NICE urgent referral guidelines for bone and soft tissue sarcomas on pages 43 and 44 of the 2005 urgent referral guidelines.</p> <p>Clair Murray to circulate these guidelines along with the action log.</p>	C Murray	04/03/2008
27	<p>Geraint Hughes to include Radiologists telephoning and faxing GP's with patient results to the Network Sarcoma Pathway.</p>	G Hughes	Next Meeting
5. Cancer Reform Strategy Event			
Log No	Action	Lead(s)	Deadline
28	<p>It was proposed that the Cancer Reform Strategy event is held in Autumn and involves locality groups.</p> <p>Barry Tinkler agreed to discuss this further with the YCN Lead Managers and YCN Commissioning groups and June Toovey with the YCN Lead Nurses group.</p> <p>Barry Tinkler and June Toovey to discuss this with the relevant groups as agreed and to feedback to the Primary Care group at the next meeting.</p>	B Tinkler/J Toovey	Next Meeting
29	<p>To decide as a group which areas of The Cancer Reform Strategy to target and prioritise to develop as items for the programme.</p>	All	Next Meeting
6. Primary Care Cancer Leads (PCCLs) within new PCTs			
Log No	Action	Lead(s)	Deadline
30	<p>Barry Tinkler informed the group that Kirklees PCT are currently involved in a recruitment process to appoint a PCCL.</p> <p>The group to discuss alternative approaches to the Kirklees PCCL role should the current recruitment drive prove to be unsuccessful. Ideas to be then put forward to the Chief Executive of Kirklees PCT.</p>	B Tinkler	Next Meeting
31	<p>Georgina Haslam raised the issue on whether one PCCL will be sufficient for each PCT. Barry Tinkler explained that this would depend on each role and function and how that fits in with the PCT agenda and local priorities.</p> <p>Clair Murray to request a copy of the roles and responsibilities from Kirklees PCT detailing the PCCL role.</p>	C Murray	Next Meeting
32	<p>All members to submit their individual job descriptions to Gerogina Haslam before the next meeting.</p>	All	Next Meeting

Primary Care Group : Actions of the meeting held on Tuesday 26th February 2008 4:00 pm

7. Chair of the Group			
Log No	Action	Lead(s)	Deadline
33	The group agreed that Pam Selby would take on the role of the chair. Barry Tinkler to write to Pam Selby, formally welcoming her to the role.	B Tinkler/C Murray	Next Meeting
8. YCN/Macmillan Patient Information Website Project			
Log No	Action	Lead(s)	Deadline
34	Nazeem Mungur, Web Content Manager for the YCN introduced himself to the group and gave a summary of the project he is taking forward. Members to contact Nazeem Mungur on 01423 555789 or at nazeem.mungur@ycn.nhs.uk should they wish to volunteer any ideas.	All	Ongoing
9. Any Other Business			
Log No	Action	Lead(s)	Deadline
35	Primary Care Representation on the YCN Board: It was agreed that Georgina Haslam and Robert Markham would attend the YCN Board as primary care representatives as from April 2008. Barry Tinkler to formally welcome Georgina Haslam and Robert Markham to the YCN Board.	B Tinkler	Next Meeting
36	Clair Murray to feed this information back to Pauline Atha (Office Manager) and also to forward the YCN Board timetable to Georgina Haslam and Robert Markham.	C Murray	Next Meeting

Date of Next Meeting(s)

Tuesday 6th May 2008 4:00 pm
Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital

Tuesday 16th September 2008 4:00 pm
Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital

Tuesday 2nd December 2008 4:00 pm
Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital