

Actions of the meeting held on
Tuesday 06 October 2009, 14:00

Humber and Yorkshire Coast Cancer Network

Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital Yorkshire Cancer Network

Present:

Professor M Lind	Hull and East Yorkshire Hospitals NHS Trust
Dr P Robinson (Chair)	Leeds Teaching Hospitals NHS Trust
Dr D King	York Hospitals NHS Foundation Trust
Mr A Hastings	Yorkshire Cancer Network
Mr G Hughes	
Ms F Halstead	Yorkshire Cancer Research Network

Apologies

Ms J Dent, Ms S Edwards, Mr K Horgan, Dr M Marples, Dr G Porter, Dr A Roy, Dr R Stuart, Ms J Taylor-Clark, Mr B Tinkler, Dr R Turner

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
12	The action log from the last meeting was agreed as being an accurate record.	N/A	N/A
4. Progress reports on IOG implementation			
Log No	Action	Lead(s)	Deadline
14	<p>•Leeds</p> <p>Leeds have received approval for funding to make them compliant.</p> <p>The funding will support further surgical expertise, radiology time, a second CNS and also more support for the MDT office.</p> <p>CNS post has been approved to be advertised in next few weeks.</p> <p>J Myers and A Craig are due to meet on Friday 13th November to discuss the business cases for the surgical time and the support within the MDT office.</p> <p>New post being advertised for a physiotherapist. Interviewing in the first week of November.</p>	P Robinson	On-going
15	<p>•Hull</p> <p>Hull has set up a joint sarcoma clinic between plastic surgeon, clinical oncologist and medical oncologist.</p> <p>Currently in the process of buying a new portable ultrasound machine.</p> <p>New Specialist Nurse post is due to be advertised soon.</p> <p>The SHA review is still awaited.</p> <p>Hull are undertaking work in preparation for the review in Hull and are hoping to review their Sarcoma Management Guidelines soon. M Lind hoped to have them ready for the next meeting.</p>	M Lind	On-going

5. Joint YCN/HYCCN Guidelines and Case Review Audit			
Log No	Action	Lead(s)	Deadline
16	<p>The group discussed the proposed joint YCN/HYCCN guidelines currently being drafted by R Turner.</p> <p>The British Sarcoma Group have produced their own set of Guidelines. These guidelines are in final draft. Comments on the Guidelines are due to be in by the 12th October and should be published before the years end.</p> <p>R Turner to finalise the Sarcoma Guidelines by the end of December.</p>	R Turner	Review Next Meeting
6. Soft Tissue Sarcoma Pathway			
6.1 Information to patients			
Log No	Action	Lead(s)	Deadline
17	<p>There was discussion about the Patient Information Leaflet that is proposed to be given out to the patient that have had their first ultrasound and referred for a MRI scan. The leaflet required minor amendmants before checking readability for final publication.</p>	G Hughes	Review Next Meeting
6.2 Information required at referral by SMDT			
Log No	Action	Lead(s)	Deadline
18	<p>The group discuss the 'Leeds Soft Tissue Sarcoma Service' referral information form that R Turner has drafted.</p> <p>It was agreed that it was primerially aimed at secondary care referrers and that radiologists were best placed to complete the information</p> <p>P Robinson and R Turner to amend the information sheets.</p>	P Robinson & R Turner	Review Next Meeting
7. How to ensure we are delivering the IOG/pathway			
Log No	Action	Lead(s)	Deadline
19	<p>It was highlighted that the group need to measure the efficiency of their pathway.</p> <p>The main measure would be to ensure that all soft tissue sarcomas are going through the SMDT's</p> <p>NYCRIS can be used to flag up any cancer that has not gone through SMDT's.</p> <p>It was agreed to ascetain whether NYCRIS data can be used to monitor this.</p> <p>It was also agreed that the pathway data may be used to provide a means of measuring the outcome/</p> <p>M Lind to approach NYCRIS on behalf of the group.</p>	M Lind	On-going
20	<p>The group discuss whether they should use a patient satisfaction survey, though doing so would mean there would have to be some specific questions that comply with the measures.</p> <p>P Robinson mentions that R Turner has drafted up a survey in the case that G Hughes can't get on from the YCN.</p> <p>G Hughes and R Turner to liaise about the survey</p>	G Hughes and R Turner	Review Next Meeting

8. Implication of future Peer Review for how the Group works			
Log No	Action	Lead(s)	Deadline
21	<p>G Hughes informed the meeting that the group need to start thinking about the implication of future peer review.</p> <p>The Group need to be appropriately structured in order to best navigate the peer review process, namely;</p> <ul style="list-style-type: none"> •Work Programme •Annual Report •Operational Policy <p>G Hughes stated that the Group needed to start drafting these documents ahead of the Peer Review process.</p> <p>G Hughes to start drafting Group documentation.</p>	G Hughes	Review Next Meeting
9. Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
22	<p>G Hughes referred the group to the latest cancer waiting times.</p> <p>To keep the group updated on future performance.</p>	P Melling	Review Next Meeting
10. YCRN update			
Log No	Action	Lead(s)	Deadline
23	F Halstead from the YCRN updated the group on the latest research data.	All	On-going

Date of Next Meeting(s)

Wednesday 17th March 2010 2:00pm
Seminar Room 2, Postgraduate Centre, B Floor, Old Site, Leeds General Infirmary

Wednesday 23rd June 2010 2:00pm
Seminar Room 2, Postgraduate Centre, B Floor, Old Site, Leeds General Infirmary

Wednesday 6th October 2010 2:00pm
Seminar Room 2, Postgraduate Centre, B Floor, Old Site, Leeds General Infirmary