

**Actions of the meeting held on
Tuesday 08 July 2008, 14:00**

Yorkshire Cancer Network

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

Present:

Dr J O'Dowd	Airedale NHS Trust
Mr S Al-Ghazal	Bradford Teaching Hospitals NHS Foundation Trust
Mrs C Wheelhouse	
Dr A Wright	
Ms M Brown	Leeds Teaching Hospitals NHS Trust
Dr M Marples	
Dr W Merchant	
Professor J Newton-Bishop	
Mr H Peach	
Dr R Strauss	Mid Yorkshire Hospitals NHS Trust
Mrs P Akerman	User Partnership Group
Dr C Lyon (Chair)	York Hospitals NHS Foundation Trust
Mr P Melling	Yorkshire Cancer Network
Mrs A Millett	
Miss C Murray	
Mr B Tinkler	

Apologies

Dr A Boon, Ms L Green, Mr C Hutchinson, Dr K London, Dr F Roberts, Dr G Stables

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
1	The action log from the last meeting was agreed as a true record.	N/A	N/A
2	<p>► Melanoma Lifestyle Study</p> <p>Professor Newton-Bishop reminded the group of the November deadline for recruitment and encouraged members to become involved.</p> <p>Members requiring further information to contact Pauline Brunyee (Project Manager) on 0113 2066534 or P.Brunyee@leeds.ac.uk.</p>	All	05/11/2008
3. Matters arising			
3.1 Draft Teenager and Adolescent pathways			
Log No	Action	Lead(s)	Deadline
3	<p>Mrs Wheelhouse informed the group that the draft Teenage and Adolescent pathways are currently with the YCN Children & Young People group for final comment. They will then be presented to the YCN Board for ratification following any final changes.</p> <p>To keep the group updated on the progress of this.</p>	C Wheelhouse	05/11/2008

Skin Group : Actions of the meeting held on Tuesday 8th July 2008 2:00 pm

3. Matters arising			
3.2 Vice Chair			
Log No	Action	Lead(s)	Deadline
4	<p>Miss Murray informed the group that there have not been any nominations for Vice Chair.</p> <p>All members are to send nominations for Vice Chair to lucy.carroll@ycn.nhs.uk before the next meeting.</p>	All	05/11/2008
3.3 Draft Melanoma Guidelines Feedback			
Log No	Action	Lead(s)	Deadline
5	<p>Mr Peach informed the group that the draft melanoma guidelines have been re-formatted and re-circulated. No comments have been received and are ready for sign off.</p> <p>To keep the group updated on the progress of this.</p>	H Peach	05/11/2008
3.4 Draft Non-Melanoma Guidelines Feedback			
Log No	Action	Lead(s)	Deadline
6	<p>Mrs Wheelhouse informed the group that a first draft of the non-melanoma guidelines has been produced.</p> <p>Dr Stables to update the group on the progress of this at the next meeting.</p>	G Stables	05/11/2008
4. Skin IOG Action Plan			
Log No	Action	Lead(s)	Deadline
7	<p>Mr Tinkler informed the group that he still has not had an official response from the Cancer Action Team on whether the action plan has been accepted or not. On the basis of the national document containing IOG's for all networks, the group agreed to assume it will be accepted. The Quality Director of the Northern Zone Peer Review is to meet with Stephen Parsons to confirm this assumption.</p> <p>Miss Carroll to invite Lisa Cunningham from the zonal team to the next meeting to discuss this further with the group.</p>	L Carroll	05/11/2008
5. Peer Review and Measures			
Log No	Action	Lead(s)	Deadline
8	<p>Mr Tinkler informed the group that the peer review measures are to go through equity impact assessment which is why publication has been delayed.</p> <p>The group were encouraged to officially comment on the draft measures and a discussion followed surrounding the possible implications to primary care colleagues in particular.</p> <p>A steering group meeting is scheduled for mid July 2008 when the measures are to be finalised.</p> <p>Mr Tinkler advised the group that a full peer review will take place in June 2009 following the publication of the Skin measures.</p> <p>Mr Tinkler is to circulate the measures to the group once they have been finalised.</p>	B Tinkler	05/11/2008

6. Network Pathway Development			
Log No	Action	Lead(s)	Deadline
9	<p>Mrs Millett explained the concept of the pathway quality criteria being a mechanism that would demonstrate an effective service delivery in an appropriate setting and assure the pathways. Cancer waiting time monitoring would continue but consideration should also be given to:-</p> <ul style="list-style-type: none"> • the pathway process (timings, access, steps & follow up) • clinical outcomes (length of stay, surgical complications, emergency admissions) • patient experience (CNS / key worker input) • patient information • supportive care (key discussion points, holistic assessment) <p>Mrs Millett encouraged the group to share any ideas of information currently being collected that could be utilised.</p> <p>Members to forward any ideas to angela.millett@ycn.nhs.uk before the next meeting.</p>	All	05/11/2008
10	<p>Mrs Millett reported that the draft YCN Organ Transplant Patient with Suspected Skin Cancer Pathway has been circulated for comment.</p> <p>To keep the group updated on the progress of this.</p>	G Stables	05/11/2008
8. Skin Specialist Nursing			
Log No	Action	Lead(s)	Deadline
11	<p>Mrs Wheelhouse reported that at the skin specialist conference Stephen Pearson presented the draft measures. The British Association of Skin Cancer Nurses are writing to Lord Darzi to question the core membership of the local MDT having a named MDT Nurse rather than a CNS.</p> <p>Mrs Wheelhouse to keep the group updated.</p>	C Wheelhouse	05/11/2008
9. Patient held records			
Log No	Action	Lead(s)	Deadline
12	<p>Mrs Wheelhouse reported that the patient held diary is currently being developed by the network. As Jane Archer (YCN Patient Information & Support Manager) has been on long term sick, a response has not been received.</p> <p>A group discussion followed on the possibility of building on Professor Newton Bishop's melanoma work which includes DVD and internet links.</p> <p>Mrs Millett to discuss this with Mrs Jane Archer, YCN Patient Information & Support Manager and feedback to the group at the next meeting.</p>	A Millett	05/11/2008

10. Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
13	<p>Mr Melling presented the latest CWT data.</p> <p>The Cancer Reform Strategy (CRS) was published in December 2007. Within the CRS there are several commitments to extend the NHS Cancer Plan standards. The following details the dataset revisions required to monitor the existing NHS Cancer Plan standards in a manner consistent with the monitoring of the 18-Week standard, and introduces the data elements needed to support the new CRS waiting time standards:</p> <ul style="list-style-type: none"> •Maximum two month wait from referral from a cancer screening service to first treatment for all cancers (December 2008) •Maximum two month wait from a consultant's decision to upgrade the urgency of a patient they suspect to have a cancer to first treatment for all cancers (December 2008) •Maximum one month wait for all subsequent treatments for new cases of primary and recurrent cancer where radiotherapy is the chosen treatment modality (December 2010) •Maximum one month wait for all subsequent treatments for new cases of primary and recurrent cancer where an anti-cancer drug regimen or surgery is the chosen treatment modality (December 2008) •Maximum one month wait for all subsequent treatments for new cases of primary and recurrent cancer for all other treatment modalities (December 2008). <p>To keep the group updated on CWTs.</p>	P Melling	05/11/2008
12. Any Other Business			
Log No	Action	Lead(s)	Deadline
14	<p>Dr Marples gave an update on clinical trials.</p> <p>YCRN to provide information on the latest skin cancer trials at the next meeting.</p>	F Halstead	05/11/2008

Date of Next Meeting(s)

Wednesday 5th November 2008 2:00 pm
 Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital