

**Actions of the meeting held on
Tuesday 09 March 2010, 14:00**

Yorkshire Cancer Network

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

Present:

Mr A Mason	Bradford Teaching Hospitals NHS Foundation Trust
Mrs C Wheelhouse	
Dr A Wright	
Ms S Hinchliffe	Calderdale and Huddersfield NHS Foundation Trust
Ms D Beirne	Leeds Teaching Hospitals NHS Trust
Mrs A Craig	
Mr C Fenn	
Dr W Merchant	
Professor J Newton-Bishop	
Mr H Peach	
Mrs P Akerman	User Partnership Group
Dr C Lyon (Chair)	York Hospitals NHS Foundation Trust
Mr P Melling	Yorkshire Cancer Network
Mrs A Millett	
Mrs H Ryan	
Mrs J Toovey	
Mrs L White	
Ms L Barnard	Yorkshire Cancer Research Network
Mrs F Halstead	

Apologies

Ms M Brown, Dr B Cadman, Dr H Galvin, Mr C Hutchinson, Dr K London, Ms C Smith, Dr G Stables

1. Welcome and Apologies			
Log No	Action	Lead(s)	Deadline
35	A Mason, Skin Cancer CNS at Bradford Teaching Hospitals NHS Foundation Trust was introduced and welcomed to the group.	N/A	N/A
2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
36	The Action Log of the last meeting was agreed as an accurate record.	N/A	N/A
3. Matters arising			
3.1 Supra Network MDT for skin lymphoma			
Log No	Action	Lead(s)	Deadline
37	C Lyon confirmed that the Supra Network MDT for Skin Lymphoma has been established. The SupraNetwork MDT SOP is available on the YCN website at the following link address http://www.ycn.nhs.uk/html/publications/guidelines_skin.php	N/A	N/A

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3. Matters arising		
3.2 Educational Event		
Log No	Action	Lead(s) Deadline
38	<p>C Lyon informed members that the YCN Educational Event scheduled to take place on 5th February 2010 was cancelled due to the low number of registered delegates.</p> <p>It was proposed that a future event should take place with a revised programme.</p> <p>J Newton-Bishop reported that there is a MSG meeting being held on 25th June 2010 at Leeds University Business School.</p> <p>To send C Lyon suggestions for a future YCN educational event.</p>	All Next meeting
3.3 GPwSI to be identified as a core member of NSSG		
Log No	Action	Lead(s) Deadline
39	<p>Members discussed the difficulties they have had in appointing a GPwSI as a core member of the NSSG. It was acknowledge that the group will not meet this Quality Measure for Peer Review.</p>	N/A N/A
3.4 Service User Representative		
Log No	Action	Lead(s) Deadline
40	<p>Members agreed that it would be beneficial if they could appoint an additional Service User Representative for the NSSG.</p> <p>P Akerman agreed to see if there is anyone from her locality group who is interested in joining.</p> <p>D Beirne to ask if anyone from her Melanoma User Group would consider joining.</p>	P Akerman / D Beirne Review next meeting
3.5 Immunocompromised patient clinic slot		
Log No	Action	Lead(s) Deadline
41	<p>C Lyon confirmed that all Trusts have an immunocompromised patient clinic slot. He also reported that the Skin Cancer CNS should attend the clinic slots.</p>	N/A N/A

3. Matters arising			
3.6 Clinical Network Pathway sign-off			
Log No	Action	Lead(s)	Deadline
42	<p>A Millett confirmed that at the December meeting of the Commissioning Group there was formal agreement to accept the four Skin pathways ('Melanoma', 'Non-melanoma', 'Organ Transplant patients with suspected skin cancer' and 'Referral to Teenagers and Young Adults (TYA) skin cancer') developed by the Skin Group.</p> <p>The PCT representatives signed off the pathways subject to the following conditions:</p> <p>1.No significant financial impact. 2.Existing pathways were closely aligned to those already in place but discussions would need to take place between local Trusts and their Commissioners regarding level of compliance.</p> <p>A letter of confirmation of commissioner sign off has been sent to C Lyon by Carol Ferguson.</p> <p>J Toovey highlighted that as part of the Supportive and Palliative Care IOG Guidance the points of the pathway for rehabilitation input will have to be identified.</p> <p>A in-depth group discussion followed regarding the Skin lymphodema service with the YCN.</p> <p>J Toovey reported that some work is being undertaken on lymphodema services for all patients across the YCN. She suggested that the skin cancer nurses group could identify the rehab needs of skin cancer patients including where lymphodema is required.</p> <p>It was noted that the YCN & HYCCN AHP Lead will be commencing their post in April 2010. This post will lead on the implementation of the rehabilitation measures.</p> <p>Skin cancer nurses to identify the rehab needs of skin cancer patients including where lymphodema is required.(A Millett to forward draft rehabilitation to C Wheelhouse).</p>	Peach, H	Review next meeting
4. Peer Review Update			
Log No	Action	Lead(s)	Deadline
43	<p>H Ryan gave an overview of the Peer Review process.</p> <p>C Lyon gave an overview of his Trusts experience of Peer Review Visit.</p> <p>The group discussed examples of good practice / strengths which included;</p> <ul style="list-style-type: none"> •Participation in an audit (although this was non compliant for Peer Review) •The ongoing roll out of PPM across the YCN • The production of network agreed patient information •The agreement of network clinical pathways •The agreement of a network patient information pathway •Nurses Group established <p>To circulate the presentation with the Action Log.</p>	L White	23/03/10

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5. Clinical guideline update			
5.1 Pathology Guidelines			
Log No	Action	Lead(s)	Deadline
44	It was highlighted that the YCN Skin Cancer Pathology guidelines were updated to reflect that W Merchant is the named Histopathologist for the Network, to whom all new presumed cases of cutaneous lymphoma, should be referred for a second histology opinion.	N/A	N/A
45	It was reported that there is a discrepancy between the TNM v7 and AJCC booklets. A response is being awaited from the RCP to confirm which one is correct.	N/A	N/A
6. Head and Neck Sentinel Node Biopsy			
Log No	Action	Lead(s)	Deadline
46	LTHT now have the capacity and are undertaking head and neck sentinel node biopsies for melanoma patients.	N/A	N/A
7. Skin Specialist Nursing			
Log No	Action	Lead(s)	Deadline
47	C Wheelhouse reported that the YCN Skin Nurses Group now have a link with the YCN Lead Nurses Group (K Kozłowska) and she will attend their meetings. The group are piloting using an holistic assessment proforma.	N/A	N/A
8. Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
48	P Melling gave an overview of the latest CWT data. To keep members updated on the CWT data.	P Melling	N/A
9. YCRN update			
Log No	Action	Lead(s)	Deadline
49	F Halstead summarised the Yorkshire Cancer Research Network Skin/Melanoma Clinical Trials Portfolio Performance Report. To keep members updated on the YCRN recruitment to trials.	YCRN	Ongoing

Date of Next Meeting(s)

Tuesday 6th July 2010 2:00pm
Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Tuesday 9th November 2010 2:00pm
Lecture Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital