

# Yorkshire Cancer Network Skin Cancer Group

Minutes of the meeting held on  
Tuesday 10<sup>th</sup> October 2006, 2.00pm  
Room 1, YCRN Conference Suite, Cookridge Hospital

---

Present:	Dr J O'Dowd	Airedale NHS Trust
	Ms C Wheelhouse Dr D Watt Dr A Wright (Chair) Mr M Timmons Mr S Al-Ghazal	Bradford Teaching Hospitals NHS Foundation Trust
	Dr H Hempel Ms J Smith Mr C Hutchinson	Calderdale & Huddersfield NHS Foundation Trust
	Dr W Merchant Prof J Newton-Bishop Dr G Stables Ms J Sugden Ms T Mason Mr H Peach Ms D Beirne Dr M Marples	Leeds Teaching Hospitals NHS Trust
	Dr E Potts Dr G Ford	Mid Yorkshire Hospitals NHS Trust
	Mr M Telfer Dr C Lyon Ms E Jeffers	York Hospitals NHS Trust
	Dr S Balmer Ms S McGonigle	Leeds PCT
	Dr W Hirst (GP)	South Milford Surgery
	Mr S Duffy Mr P Melling Mr B Tinkler Ms H Ryan	Yorkshire Cancer Network
	Mrs L Cooper Ms L Anderson	Yorkshire Cancer Network Service Improvement Team

## 1. Apologies for absence

Apologies were received from Dr P Batman, Dr H Galvin, Dr A Layton, Ms C Sheard & Dr G Slack

## 2. Minutes from the last meeting

There were a couple of amendments to minutes which were noted.

### 3. Matters Arising

None

### 4. Current State of Gap Analysis Work

- **Bradford Teaching Hospitals NHS Foundation Trust**

There are monthly MDT meetings which discuss melanomas with input from the CNS. Two Histopathologists have been appointed and are, therefore, looking at reconfiguring the Histopathology input with a dedicated Histopathologist attending the MDT's and a joint clinic once a week. Plastic Surgeons review any difficult cases. There is no Oncologist input at present but Trust looking at funding for the post.

- **Calderdale & Huddersfield NHS Foundation Trust**

They are considering the possibility of meeting every fortnight instead of monthly. They are looking at making the meetings more structured and involving a GP. There is no CNS involvement at present.

- **Harrogate & District NHS Foundation Trust**

No representation.

- **Leeds Teaching Hospitals NHS Trust**

#### **Leeds General Infirmary**

Dr Ash has temporarily joined the MDT but there is still a need for pathology input. Trying to reconfigure the department so they can meet once a week. There is no CNS input at the meetings

#### **St James Hospital**

The Melanoma MDT meetings are going well. There is still no CNS in post but there are plans to advertise. There is also no radiological representation at the MDT.

- **Mid Yorkshire Hospitals NHS Trust**

MDT meetings are being well attended. There is no CNS in post but they are advertising.

- **York Hospitals NHS Trust:**

MDT is working well with meetings every two weeks. A CNS does not attend the meeting but will be hopefully in the future. Trying to identify a GPSI to attend MDT meeting.

### 5. IOG Action Plan

The Action Plan has to be submitted to the DoH by January 2007. It was suggested that an Action Plan sub-group should be formed to identify gaps in the service and to help take this forward. Representation will include; Lead Clinician, Histopathologist and Primary Care.

It was agreed that a letter should be written to Skin Cancer & MDT Leads with a request to prioritise the action plan and agree a timescale.

**ACTION: Dr Wright to draft a letter to the Cancer & MDT Leads regarding prioritising IOG Action Plan and agreeing a timescale.**

**Dr Wright and Ms Sheard to arrange a sub-group meeting.**

## **6. Current State of GPSI Minor Surgery Services**

The Government has formed a national committee to look at GPSI's and GP's carrying out surgery. The group agreed to wait until the guidelines have been produced before moving forward on the integration of GP services.

## **7. Vice Chair**

Dr Wright highlighted that a Vice-Chair for the group is urgently required. A discussion followed regarding forming an executive sub-group to meet in-between meetings to take forward the action points.

## **8. Service Improvement Leads**

Dr Wright explained to the group the role of the Service Improvement Lead and Mrs Cooper gave a brief talk about her role as YCN Service Improvement Facilitator. The group then discussed the Service Improvement Lead's role.

## **9. Cancer Waiting Times**

Mr Melling presented the latest skin cancer waiting times data (paper circulated with the Agenda)

## **10. Future Audit Projects**

It was agreed that there should be an audit of which GP's in Yorkshire are carrying out minor surgery, reporting the information back to Primary Care and Commissioners. PCT's also need to carry out an audit to make a comparison.

There was a suggestion that a GP attends the group meetings as a representative of the GPSI's.

Other audit projects will be addressed at future meetings.

**ACTION: Lead Clinicians to check with their local Pathology Departments the proportion of skin cancer pathologies coming from GP's and to forward to Dr Wright for presentation at the next meeting.**

## **11. Agreed Network Wide Minimum Data Set**

Dr Stables gave an update to the group. There is currently no way of collecting the minimum dataset on the pathology database. There will be a trial collection of the dataset in Leeds before the next meeting and Dr Stables will report back to the group.

**ACTION: Dr Stables to report the results of the trial at the next meeting.**

## **12. Patient Information Booklets**

Professor Newton-Bishop informed the group that the patient information booklets can be downloaded on [www.genomel.org](http://www.genomel.org) under the Patient Information section. The CD print version can be obtained directly from Julia Newton-Bishop.

Ms Wheelhouse informed the group that she met with Mrs Archer, YCN Patient Information & Support Manager, when they discussed the idea of having a Skin Patient Information Mapping Event in the near future.

Mrs Archer is working with all NSSG's / Nursing Groups to develop information protocols in line with agreed pathways to implement and audit.

### **13. YCN Pathology Group Links**

Following a letter sent out by Dr Lane, Chair of YCN Pathology Group, on the 21<sup>st</sup> June 2006 to all Lead Pathologists asking for representation on NSSG groups. Dr Merchant gave a brief feedback and stated that the YCN Pathology Group want to improve links with the site specific groups. Dr Merchant is the speciality representative and Dr O'Dowd is the locality representative. They will be the formal links and will report back to the Pathology Group.

### **14. Rare Cancers**

Dr Wright has written to Mr Hogan, Chair of the Sarcoma MDT, but has not yet had a reply to his questions on how to access the group from outside Leeds. Dr Wright will write to him again.

There was a brief discussion on lymphomas and how the group can move forward on this issue. To be discussed again at next meeting.

**ACTION        Dr Wright to write to Mr Horgan**

### **15. Any Other Business**

Ms Wheelhouse raised the issue of having user representation on the group. It was agreed that it would be useful and Ms Wheelhouse said that she would arrange this for the next meeting.

Dr Wright fedback to the group on the Network Development meeting that was held on the 3<sup>rd</sup> October 2006 and gave a brief explanation of Mr Duffy's presentation on Network Group Development.

### **16. Date of Next Meeting**

**Tuesday 27<sup>th</sup> February 2007 at 2.00pm  
YCRN Conference Suite, Ida Nurses Home,  
Cookridge Hospital**