

Actions of the meeting held on
Wednesday 10 December 2008, 10:00

Yorkshire Cancer Network

Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital

Present:

Mrs H Hey	Bradford Teaching Hospitals NHS Foundation Trust
Mrs S Ebbage	Harrogate and District NHS Foundation Trust
Mrs S Scales	Leeds Teaching Hospitals NHS Trust
Ms L Humphrey	Mid Yorkshire Hospitals NHS Trust
Ms M Oakhill	The Prince of Wales Hospice
Ms M Allinson	User Partnership Group
Mrs J Archer	Yorkshire Cancer Network
Mrs C Irving	
Ms F Stephenson	
Mrs J Toovey (Chair)	

Apologies

Ms J Duerden, Mrs J Helbert, Ms C Rock, Mr C Sloane

4. Implementation of the Supportive & Palliative guidance - national monitoring			
Log No	Action	Lead(s)	Deadline
44	Members identified which tasks from the Supportive & Palliative Care Project Plan would be Network or Locality lead. Clair Irving to update the Supportive & Palliative Care Project Plan and circulate to the group with the action log.	C Irving	24/12/2008
5. Feedback from individual workstreams			
Log No	Action	Lead(s)	Deadline
45	June Toovey tabled the pre meeting update, checking the group had read through this prior to the meeting.	N/A	N/A
5.1 Co-ordination of care - Key worker			
Log No	Action	Lead(s)	Deadline
46	June Toovey reported that all Key Worker updates have been received back except from Mid Yorkshire. Clair Irving to forward Lynette Humphrey the Key Worker template to complete.	C Irving	17/12/2008
47	Lynette Humphrey to submit the Key Worker document to clair.irving@ycn.nhs.uk before the next meeting.	L Humphrey	21/01/2009
48	▶ Holistic Assessment June Toovey informed the group that the Lead Nurses are looking at how to take this work forward and that they are looking at using prompts on PPM. June Toovey to ask Barry Tinkler what the situation is in Harrogate regarding PPM.	J Toovey	21/01/2009

5. Feedback from individual workstreams			
5.2 User Involvement and Information			
Log No	Action	Lead(s)	Deadline
49	<p>June Toovey informed the group that the Patient Experience Questionnaires are currently out for comments with a deadline of Monday 15th December 2008. Jane Archer gave an update on patient information work.</p> <p>Colin Sloane and Jane Archer to update the group on progress at the next meeting.</p>	C Sloane & J Archer	21/01/2009
5.3 Communication			
Log No	Action	Lead(s)	Deadline
50	<p>▶ ACST</p> <p>June Toovey informed the group that a bid has been put in for additional funding since National funding is available for next year but is not guaranteed for future years.</p> <p>June Toovey to keep the group updated on ACST progress.</p>	J Toovey	21/01/2009
51	<p>The Lead Nurses requested that the ACST waiting lists are forwarded to them on a regular basis.</p> <p>Clair Irving to ensure the ACST waiting lists are circulated to the Lead Nurses on a monthly basis.</p>	C Irving	Ongoing
5.4 Psychological Care			
Log No	Action	Lead(s)	Deadline
52	<p>June Toovey informed the group that the mapping of current services has now been finalised. Bradford Hospitals NHS Foundation Trust have agreed to run the first educational programme as a pilot and Vanessa Taylor will be evaluating this. Ultimately, this course may follow the Cancer Care Education programme format. It is thought that the course will run for 3 days with a 6 month mentoring programme to follow.</p> <p>June Toovey to keep the group informed of progress at the next meeting.</p>	J Toovey	21/01/2009
5.5 Social Support			
Log No	Action	Lead(s)	Deadline
53	<p>June Toovey informed the group that social support will play into the EoL & survivorship work as this is not part of the SPC Priorities & Action Plan. The majority of engagement will be within localities.</p> <p>June Toovey to keep the group updated with any developments.</p>	J Toovey	21/01/2009
5.6 Spiritual Support			
Log No	Action	Lead(s)	Deadline
54	<p>June Toovey informed the group that the regional group will not be reforming as expected so the group needs to discuss how to take forward the spiritual chapter in light of this. Sally Scales informed the group that Leeds are looking at key trigger questions on PPM as part of the holistic assessment.</p> <p>The group discussed how spiritual care fitted into the Cancer Care programme.</p> <p>June Toovey to add competencies for spiritual care to the Cancer Care programme.</p>	J Toovey	21/01/2009

5. Feedback from individual workstreams			
5.7 Palliative Care			
Log No	Action	Lead(s)	Deadline
55	<p>June Toovey informed the group that the remit of the Palliative Care group has been expanded to an EoL sub regional group to include all non-cancers. The first SHA EoL steering group meeting has been scheduled for Monday 15th December 2008.</p> <p>June Toovey to update the group on the outcome at the next meeting.</p>	J Toovey	21/01/2009
56	<p>The EoL pathway has now been signed off as final and will be available on the YCN web before the end of December 2008. The specialist pathway is to be discussed further at the next Palliative Care meeting on Tuesday 27th January 2009.</p> <p>June Toovey to keep the group informed of progress.</p>	J Toovey	21/01/2009
5.8 Rehabilitation			
Log No	Action	Lead(s)	Deadline
57	<p>June Toovey informed the group that the Rehabilitation mapping of levels 3 and 4 is nearly complete. The early indication is that there are very few AHPs who specialise in cancer care and work at Level 3 and 4 as laid out in the guidance.</p> <p>The group are now looking at how they can support the holistic assessment from a rehabilitation perspective. A workshop has been scheduled for Thursday 8th January 2009 to develop this work.</p> <p>June Toovey to keep the group updated on this work.</p>	J Toovey	21/01/2009
6. Living with and beyond cancer/Survivorship			
Log No	Action	Lead(s)	Deadline
58	<p>June Toovey encouraged the group to consider possible projects around earlier diagnosis and survivorship elements of the pathways. The Network plans to send out expressions of interest forms in the near future.</p> <p>The group discussed possible ideas and the importance of clear pathways and supporting evidence to ensure commissioners have a thorough understanding when deciding which services to take forward.</p> <p>June Toovey to circulate expressions of interest forms when these are available.</p>	J Toovey	21/01/2009
7. Meeting arrangements for 2009			
Log No	Action	Lead(s)	Deadline
59	<p>June Toovey informed the group that future meetings in 2009 will be held 6 weekly to follow the Lead Nurses meetings and will be held in Leeds.</p>	N/A	N/A

Date of Next Meeting(s)

Wednesday 21st January 2009 11:00 am
Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Wednesday 11th March 2009 11:00 am
Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Wednesday 29th April 2009 11:00 am
Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Wednesday 10th June 2009 11:00 am
Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Wednesday 15th July 2009 11:00 am
Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Wednesday 9th September 2009 11:00 am
Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Wednesday 21st October 2009 11:00 am
Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Wednesday 9th December 2009 11:00 am
Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital