

Supportive and Palliative Care Steering Group



Actions of the meeting held on
Wednesday 10 June 2009, 11:00

Yorkshire Cancer Network

Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Present:

Mrs J Helbert	Bradford Teaching Hospitals NHS Foundation Trust
Mrs S Ebbage	Harrogate and District NHS Foundation Trust
Ms K Kozłowska	Leeds Teaching Hospitals NHS Trust
Ms L Humphrey	Mid Yorkshire Hospitals NHS Trust
Ms L Turner	NHS Kirklees
Ms M Oakhill	NHS Wakefield District
Dr V Taylor	University of Bradford
Miss E Jehan	Yorkshire Cancer Network
Mrs J Toovey (Chair)	

Apologies

Ms M Allinson, Mrs J Archer, Mrs H Hey, Ms C Rock, Mr C Sloane, Ms F Stephenson

1. Welcome and Apologies			
Log No	Action	Lead(s)	Deadline
18	J Toovey welcomed Alison Harwood and Krystina Kozłowska to the Group in their new roles as Lead Nurse for Calderdale & Huddersfield and Leeds respectively. Introductions were made.	N/A	N/A
2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
19	The Action Log from the last meeting was agreed as an accurate record with the addition of L Humphrey and M Oakhill to the attendance. E Jehan to amend the attendance for the last meeting.	E Jehan	24.06.09
4. Implementation of the Supportive & Palliative guidance local leadership and group membership			
Log No	Action	Lead(s)	Deadline
20	J Toovey advised the Group that Mid Yorkshire are currently looking into who will be responsible for leading on Supportive and Palliative Care, it is thought that it will be Maria Hayes, Lead Manager. J Toovey to update the Group at the next meeting.	J Toovey	15.07.09
21	J Toovey advised the Group that she is still in talks with Bradford for the nomination of an appropriate person to lead on Supportive and Palliative Care. J Toovey to update the Group at the next meeting.	J Toovey	15.07.09
5. Implementation of the guidance national monitoring			
Log No	Action	Lead(s)	Deadline
22	J Toovey informed the Group that she will need to submit a report to the SHA by the end of June and will be asking each locality for an update. E Jehan to circulate Action Plans to the Group.	E Jehan	19.06.09

5. Implementation of the guidance national monitoring			
Log No	Action	Lead(s)	Deadline
23	Each locality to update the Action Plan and return to june.toovey@ycn.nhs.uk by Friday 3rd July.	All	03.07.09
24	J Toovey advised the Group that she will be meeting with the SHA along with Julie Bielby and Judith Bird, Nurse Directors for the Humber & Yorkshire Coast Cancer Network and the North Trent Cancer Network to discuss monitoring. J Toovey to update the Group at the next meeting.	J Toovey	15.07.09
6. Implementation of the higher level priorities for the Supportive & Palliative Care guidance			
Log No	Action	Lead(s)	Deadline
25	J Toovey advised the Group that she has developed a draft strategy for Supportive Care Education and Training. E Jehan to circulate the draft strategy to all members of the Supportive & Palliative Care Steering Group, the Psychology Sub Group and the Rehab Sub Group.	E Jehan	24.06.09
26	Members of the Group to submit any comments on the strategy to June.Toovey@ycn.nhs.uk by Friday 3rd July.	All	03.07.09
6.0 Co-ordination of care - Key worker			
Log No	Action	Lead(s)	Deadline
27	Discussion took place around the role of Key worker, concerns were raised about the patient relying on the CNS. The Group discussed issues around patient discharge back into primary care. Each locality to feedback at the next meeting.	All	15.07.09
6.2 Co-ordination of care - Holistic Assessment			
Log No	Action	Lead(s)	Deadline
28	J Toovey advised the Group that major work on this priority is still required at local level. J Toovey advised the Group of the discussion which had taken place in the Lead Nurses meeting regarding exit interviews, and the agreement that had been reached for J Toovey to contact Annie Topping at Huddersfield to take this work forward. The Group agreed to look at the standards and to agree at the next meeting. To discuss and agree the standards at the next meeting.	All	15.07.009
6.3 Advanced Communication Skills			
Log No	Action	Lead(s)	Deadline
29	J Toovey advised the Group that Network is currently meeting all measures and is on track to have 14 facilitators trained by early 2010. The only measure that is not being met is the roll out strategy for in-service training within Trusts which has not yet been developed. J Toovey agreed to draft a strategy and to discuss and agree this at the next meeting. J Toovey to draft a strategy to discuss and agreement at the next meeting.	J Toovey	15.07.09

6. Implementation of the higher level priorities for the Supportive & Palliative Care guidance			
6.4 Patient Information			
Log No	Action	Lead(s)	Deadline
30	<p>J Toovey gave an update on Patient Information on behalf of Jane Archer.</p> <p>Currently not all measures are being met, but the Network is on track to meet all.</p> <p>The Patient Information Pathways are in the final stages with many complete, upload to the YCN website will begin later this month.</p> <p>Nationally there has been a call for volunteers for an Information Prescriptions pilot, J Toovey encouraged Trusts to be involved in this.</p> <p>J Archer to update the Group at the next meeting.</p>	J Archer	15.07.09
31	<p>Lead Nurses to contact J Archer (Jane.Archer@ycn.nhs.uk) regarding involvement in the National Pilot.</p>	Lead Nurses	24.06.09
6.6 Psychological Care			
Log No	Action	Lead(s)	Deadline
32	<p>J Helbert updated the Group on the Psychological aspects of the measures.</p> <p>The mapping of whole time equivalent (WTE) psychological support available for patients with cancer across the YCN is now complete and J Helbert has drafted a summary document to go along side it. The Group is meeting in July to finalise the mapping.</p> <p>The Sub Group have developed a Psychology Assessment & Intervention Training Programme for CNSs, dates have been set for October, November and December for the training. To be eligible for the course CNSs must have completed the ACST course. Currently Harrogate and Calderdale & Huddersfield are not eligible for this programme as these Trusts do not have the Psychologist support in place for mentoring, J Toovey advised the Group that in the Lead Nurses meeting it was questioned if this could be changed if the CNSs from these Trusts were willing to travel to take part in mentoring. J Helbert and J Toovey agreed to discuss this at the next Sub Group meeting.</p> <p>J Helbert and J Toovey to discuss Harrogate and Calderdale & Huddersfield's eligibility for the Training Programme at the next Psychology Sub Group meeting.</p>	J Helbert & J Toovey	31.07.09
6.7 User Involvement			
Log No	Action	Lead(s)	Deadline
33	<p>J Toovey gave an update on User Involvement on behalf of Colin Sloane.</p> <p>Currently all measures are being met.</p> <p>There is a high level of User training in place and there are several Users actively involved in the NSSGs.</p> <p>The 'Moving On' project, developed by the User Partnership Group is currently in the process of recruiting a Project Coordinator.</p> <p>C Sloane to update the Group at the next meeting.</p>	C Sloane	15.07.09

6. Implementation of the higher level priorities for the Supportive & Palliative Care guidance			
6.8 Rehabilitation			
Log No	Action	Lead(s)	Deadline
34	<p>J Toovey advised the Group that the bid for an AHP Lead to work jointly with the YCN and HYCCN is still with Macmillan and should hear from them mid June.</p> <p>The cancer specialist rehabilitation mapping is now complete.</p> <p>Nationally work has been done on pathways with the mapping of AHP support, J Toovey agreed to circulate the draft version of this work to the Group.</p> <p>J Toovey to circulate the draft pathways showing AHP support.</p>	J Toovey	15.07.09
7. Implementation of the lower level priorities			
7.1 Offering patients a permanent record of consultations			
Log No	Action	Lead(s)	Deadline
35	The Group discussed offering patients a permanent record of consultations and agreed that this is partly addressed by Peer Review.	N/A	N/A
7.2 Spiritual Care			
Log No	Action	Lead(s)	Deadline
36	<p>The Group discussed how to move forward the work on Spiritual Care. J Toovey agreed to speak to Chris Johnson at Bradford about how to take this work forward.</p> <p>J Toovey to contact Chris Johnson and feedback at the next meeting.</p>	J Toovey	15.07.09
7.4 Social Support			
Log No	Action	Lead(s)	Deadline
37	<p>The Group discussed social support and it was agreed that this needs to be looked at by locality groups.</p> <p>All members of the Group to discuss social support with their locality groups and feedback at the next meeting.</p>	All	15.07.09

Date of Next Meeting(s)

Wednesday 15th July 2009 11:00am

Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Wednesday 9th September 2009 11:00am

Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Wednesday 21st October 2009 11:00am

Seminar Room 1, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Wednesday 9th December 2009 11:00am

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