

**Actions of the meeting held on
Tuesday 24 February 2009, 15:00**

Yorkshire Cancer Network

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

Present:

Dr M Raashed	Airedale NHS Trust
Ms C Steel	
Mrs M Swanepoel	
Ms T Hiley	Bradford Teaching Hospitals NHS Foundation Trust
Dr B Jacob	
Dr R Heaton (Chair)	Calderdale and Huddersfield NHS Foundation Trust
Ms H Jones	
Ms N Bell	Harrogate and District NHS Foundation Trust
Miss E Conlon	Leeds Teaching Hospitals NHS Trust
Dr M Darby	
Dr K Franks	
Dr P Malhotra	
Dr P Plant	
Dr M Snee	
Mr J White	
Dr P Blaxill	Mid Yorkshire Hospitals NHS Trust
Mr S Bolton	
Dr K Rodger	York Hospitals NHS Foundation Trust
Mr G Hughes	Yorkshire Cancer Network
Mr P Melling	
Mrs H Ryan	
Ms F Halstead	Yorkshire Cancer Research Network

Apologies

Dr A Conn, Dr M Crawford, Dr M Kiely, Ms J Roberts, Mr A Thorpe, Mr B Tinkler, Dr R Turner

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
40	Was agreed as being an accurate record.	N/A	N/A
3. Matters arising			
Log No	Action	Lead(s)	Deadline
41	<p>•PET Audit</p> <p>The PET audit is complete and the results are available.</p> <p>To ask Dr A Scarsbrook to present results at the next meeting or to forward to R Heaton.</p>	P Plant	February 2009
42	<p>•Educational Event</p> <p>The Mesothelioma Educational Event in November 2008 evaluated very well.</p> <p>The next event will take place in November 2009.</p> <p>Programme to include information on new cancer staging system.</p>	CNS's	On-going

4. Feedback from Discussion with YCN Board			
Log No	Action	Lead(s)	Deadline
43	<p>K Papagiannopoulos and P Plant attended the YCN Management Board Meeting in December 2009 to present the complexity of the lung pathway and the range of issues which contribute to the difficulty in achieving current and future access standards.</p> <p>The YCN Board acknowledged the challenges pertaining to the management of lung cancer. To support the delivery of sustainable lung cancer pathways the YCN Board agreed to support a co-ordinated programme of re-design across the YCN [see log no. 44]</p> <p>To keep the group updated.</p>	P Plant/ G Hughes	Next meeting (09/06/2009)
5. Patient Pathway			
5.1 Delivering sustainable Pathways Across the YCN			
Log No	Action	Lead(s)	Deadline
44	<p>The YCN Management Board has commissioned a programme of work aimed at delivering high quality sustainable pathways for all lung cancer patients. The YCN Team is working in partnership with the Lean Healthcare Academy to deliver this programme (email and programme circulated previously).</p> <p>The first stage of the process is to hold a Strategic Planning Day on 11th March 2009 at the Pavilions of Harrogate to outline the vision for lung cancer services. This will include members of the YCN Thoracic Group and YCN Management Board.</p> <p>Following the strategic planning day on 11th March a series of local 'rapid improvement events' have been arranged which form a major component of the proposed programme.</p> <p>To register for the Strategic Planning Day on 11th March 2009.</p>	All	06/03/2009
45	To circulate more information regarding the organisation of the proposed 5 day locality Rapid Improvement Events.	G Hughes/ C Ferguson	March 2009
5.2 Mesothelioma Pathway			
Log No	Action	Lead(s)	Deadline
46	To be discussed in more detail at the next YCN Lung Cancer Nurses meeting on 2nd March 2009.	CNS's	02/03/2009
47	Draft pathway to be circulated in advance of the event on 11th March 2009.	CNS's	09/03/2009

6. Peer Review Update			
Log No	Action	Lead(s)	Deadline
48	<p>R Heaton gave an overview of the revised method and procedures for carrying out the National Cancer Peer Review Programme.</p> <p>A handbook and evidence guides are available to download from CQuINS (http://www.cquins.nhs.uk/).</p> <p>From 1st April the Lung NSSG will commence annual self assessment against key questions including supporting evidence. Deadline for self assessment is 31st August 2009.</p> <p>The YCN are running 2 Peer Review training workshops on 4th March in Leeds and 10th March in Bradford. An invitation has been circulated across the Network.</p> <p>To circulate the YCN Cancer Peer Review Programme 2009-10 to the group for information.</p>	H Ryan	February 2009
6.1 Terms of Reference			
Log No	Action	Lead(s)	Deadline
49	<p>The Terms of Reference were circulated with the agenda for review. No amendments were required.</p> <p>To sign-off terms of reference.</p>	R Heaton	March 2009
6.2 Agreed Network Wide Minimum Data Set			
Log No	Action	Lead(s)	Deadline
50	<p>The group agreed with and supported the Network wide minimum dataset (MDS) as outlined in the paper circulated with the agenda.</p> <p>The agreed dataset currently consists of three sections [1] Cancer Waiting Times, [2] Cancer Registration Dataset, [3] National Lung Cancer Audit (LUCADA).</p> <p>To sign off the agreed network-wide MDS.</p>	R Heaton	March 2009
51	<p>The NSSG agreed the network-wide policy, circulated with the agenda, specifying which type of team should collect which portion of the MDS; when each data item should be captured on the patient pathway; how the data will be stored and managed within all appropriate local data systems.</p> <p>To sign off the agreed network policy.</p>	R Heaton	March 2009
6.3 Audit			
Log No	Action	Lead(s)	Deadline
52	<p>The NSSG fully supports the aims and principles of the National Lung Cancer Audit and all Trusts routinely upload the required dataset.</p> <p>To sign-off the agreed network audit.</p>	R Heaton	March 2009
53	<p>Each MDT to provide a brief report on LUCADA performance, using key headlines from the LUCADA Annual Report, at the next meeting.</p>	MDT Lead	Next meeting (09/06/2009)
54	<p>To inform the group on the data to include in the presentations once the LUCADA Annual Report has been published.</p>	P Melling	March 2009

6. Peer Review Update			
6.41 Surgical Guidelines			
Log No	Action	Lead(s)	Deadline
55	<p>The Assessment for Curative Surgery for Lung Cancer Guidelines were written in May 2005.</p> <p>There are currently no detailed surgical guidelines.</p> <p>To write to surgeons to determine their current clinical guidelines for lung cancer surgery.</p>	R Heaton	March 2009
6.42 Guidelines for the Diagnosis, Staging and General Management of Lung Cancer			
Log No	Action	Lead(s)	Deadline
56	<p>The guidelines for the Diagnosis, Staging and General Management of Lung Cancer were written in May 2005 and are due a review.</p> <p>To be update the guidelines following the lung pathway events.</p>	R Heaton	Review Next Meeting (09/06/2009)
6.43 Radiotherapy and Chemotherapy Guidelines for Lung Cancer and Mesothelioma			
Log No	Action	Lead(s)	Deadline
57	<p>The Radiotherapy and Chemotherapy Guidelines for Lung Cancer and Mesothelioma were written in June 2005 and due for review.</p> <p>The Non-Surgical Oncologist Group have agreed to review the guidelines as part of their work programme (refer to item 10).</p> <p>To develop and update the guidelines for thoracic cancers.</p>	A Conn	Review Next Meeting (09/06/2009)
6.44 Lung Cancer Referral Guidelines for Patients Within or Outside the Network			
Log No	Action	Lead(s)	Deadline
58	<p>Lung Cancer Referral Guidelines for Patients Within or Outside the Network were written in May 2006 and are due a review.</p> <p>To update guidelines and circulate to the group for comment.</p>	R Heaton	March 2009
6.45 Imaging Guidelines			
Log No	Action	Lead(s)	Deadline
59	<p>The imaging guidelines were largely updated in 2008, there is the outstanding issue regarding head and neck scans prior to radical treatment.</p> <p>To produce and circulate a paper on the modality and timing of head scans prior to radical treatment before the next meeting.</p>	M Snee, M Darby and P Plant	Next meeting (09/06/2009)
6.46 Pathology Guidelines			
Log No	Action	Lead(s)	Deadline
60	<p>The Guidelines for Examination and Reporting of Lung Cancer Specimens was written in January 2005 and due for a review.</p> <p>As Lung Cancer NSSG Representative for the YCN Pathology Group Dr L Davidson had already agreed to update the guidelines.</p> <p>To update the guidelines.</p>	L Davidson	June 2009

7. New Lung Cancer Staging System			
Log No	Action	Lead(s)	Deadline
61	<p>The new TNM staging system for all cancers will be published this year. The lung cancer staging system is now available</p> <p>Lung Cancer MDT's to become familiar with new staging system and collect data for both the old and new systems.</p>	MDT Leads	On-going
8. Going Further on Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
62	<p>P Melling presented to the group the latest cancer waiting times for lung cancer.</p> <p>Discussion took place on the new standards including adjustments.</p> <p>Discussion followed on the breaching of Solitary Pulmonary Nodule (SPN) patients. It was highlighted that there are differences in the follow-up of these patients across the Network. It was agreed that a Network policy was required.</p> <p>To forward SPN policy to P Plant and M Darby to collate and form a Network SPN Policy.</p>	All/ P Plant and M Darby	Review Next Meeting (09/06/2009)
9. YCRN update			
Log No	Action	Lead(s)	Deadline
63	<p>F Halstead summarised the YCRN Lung Cancer Clinical Trial Portfolio Performance Report circulated to the group prior to the meeting.</p> <p>Any comments on the format of the report to F Halstead (fiona.halstead@leedsth.nhs.uk).</p>	All	March 2009
64	<p>The Clinical Trials Peer Review measure remains the responsibility of the MDT and NSSG however the YCRN are developing a process to ensure an agreed list of trials can be established within each MDT. YCRN staff from the co-ordinating centre will be meeting with the Network MDT coordinators group in the near future to discuss a way forward.</p> <p>To keep the group updated</p>	F Halstead	On-going
10. Lung Cancer Oncology Sub-group			
Log No	Action	Lead(s)	Deadline
65	<p>The Lung Cancer Oncology Sub-group consists of Medical and Clinical Oncologists treating lung cancer in the YCN and meet every 6 months.</p> <p>The group met in November 2008 and will next meet in May 2009.</p> <p>The group have agreed the following terms of reference:</p> <ol style="list-style-type: none"> 1. Developing and updating chemotherapy and radiotherapy management guidelines for thoracic cancers 2. Horizon scanning 3. Produce list of accepted chemotherapy regimes 4. Having a consensus on the use of specific high cost drugs 5. Maximising recruitment into clinical trials <p>To keep the group updated.</p>	A Conn	Next Meeting (09/06/2009)

11. Any Other Business			
Log No	Action	Lead(s)	Deadline
66	<p>•Vice Chair</p> <p>P Plant volunteered to take on the role of Vice Chair, the group unanimously supported the proposal.</p> <p>To update the YCN database.</p>	H Ryan	March 2009
67	<p>•EBUS</p> <p>Leeds now has the kit for EBUS. Capacity is available at present to do 2 patients a week. They are experiencing some problems with reimbursement from the PCT.</p> <p>Leeds will roll out EBUS to other trusts across the Network in the near future.</p> <p>It was noted that Bradford should have EBUS by April and Mid Yorkshire are planning for EBUS.</p> <p>To keep the group updated.</p>	P Plant	On-going

Date of Next Meeting(s)

Tuesday 9th June 2009 3:00pm

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

Thursday 22nd October 2009 3:00pm

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