

**Actions of the meeting held on
Wednesday 18 March 2009, 14:00**

Yorkshire Cancer Network

Level 6 Meeting Room, Bexley Wing, St. James's University Hospital

Present:

Dr J O'Dowd	Airedale NHS Trust
Mr C Bem	Bradford Teaching Hospitals NHS Foundation Trust
Dr D Goulesbrough	
Dr E Loney	
Mr I Smith	
Mr G Dyke	Harrogate and District NHS Foundation Trust
Dr G Gerrard	Leeds Teaching Hospitals NHS Trust
Mr M Lansdown (Chair)	
Professor K MacLennan	
Mr Z Makura	
Mrs L Priestley	
Dr F Roberts	
Dr A Barr	Mid Yorkshire Hospitals NHS Trust
Mr J Frewer	
Mr A Nicolaides	York Hospitals NHS Foundation Trust
Mr G Hughes	Yorkshire Cancer Network
Mrs H Ryan	
Ms S Pashley	Yorkshire Cancer Research Network

Apologies

Mr S Duffy, Mr I Hutchinson, Mrs C Ingham, Mr P Melling, Dr A Scarsbrook, Mr B Tinkler, Ms S Williams

2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
34	Was agreed as being an accurate record.	N/A	N/A
3. Matters arising			
Log No	Action	Lead(s)	Deadline
35	<p>•Discussion of Thyroid Service with YCN Board</p> <p>Presentation to the YCN Management Board on the YCN Thyroid Pathway and service in December 2008 was postponed.</p> <p>The Management Board are currently agreeing a process for approving the backlog of draft patient pathways developed through the Network Site Specific Groups.</p> <p>To keep the group updated.</p>	G Hughes	On-going
36	<p>•Patient Information Pathway</p> <p>Jane Archer, YCN Patient Information and Support Manager is working with other NSSG's on the site specific patient information pathways.</p> <p>Each NSSG is producing a patient information pathway (to sit along side the clinical pathway) identifying the general and site specific patient information to be routinely officered to all patients at each stage of the pathway.</p> <p>To circulate patient information pathway template to the group.</p>	H Ryan	March 2009

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3. Matters arising			
Log No	Action	Lead(s)	Deadline
37	<p>•Patient Information Pathway</p> <p>To forward examples of patient information routinely given to thyroid cancer patients to L Priestley for collation.</p>	All	April 2009
38	<p>•Patient Information Pathway</p> <p>To ask J Archer to contact L Priestly to progress work on the patient information pathway.</p>	G Hughes	March 2009
39	<p>•Nurse Led Telephone Follow-up</p> <p>The Nurse Led Telephone Follow-up for Patients on Life Long Thyroxine Therapy Guidelines are now complete.</p> <p>To forward guidelines to H Ryan for circulation and to upload onto the YCN website.</p>	L Priestly/ H Ryan	April 2009
40	<p>•Low Risk Follow-up</p> <p>It was agreed that a follow-up protocol for low risk thyroid cancer patients (including U/S) was required.</p> <p>It was proposed that low risk patients should receive thyroglobulin tests twice a year in the first year and then once a year through the surgical clinic. Ultrasound should follow on from any change in the thyroglobulin.</p> <p>To write a brief document and circulate to the group for discussion at the next meeting.</p>	E Loney	May 2009
41	<p>To put follow-up standards as agreed in Action Log (01/10/2008) Log No 25 into a guideline document and upload onto YCN website.</p>	H Ryan	April 2009
42	<p>•Classification of Thyroid Ultrasound</p> <p>Dr Loney is carrying out a study on the classification of thyroid ultrasound.</p> <p>To update the group on progress at the next meeting.</p>	E Loney	Next Meeting (24/06/2009)
4. Pathology Issues			
Log No	Action	Lead(s)	Deadline
43	<p>Pathology colleagues from across the Network were invited to the meeting to agree standards and processes to improve the thyroid cancer service while identifying any barriers to best practice.</p>	N/A	N/A

4. Pathology Issues			
4.1 Pathology issues for the management of thyroid - the surgical and oncology perspective			
Log No	Action	Lead(s)	Deadline
44	<p>Surgical perspective issues to be discussed:</p> <p>Variation across the Network in general and sub-speciality pathology reporting of thyroid cancer.</p> <p>Some subjectivity between pathologists across the Network regarding the diagnosis of some lesions.</p> <p>Process and turn around time of reviewing thyroid pathology centrally.</p> <p>Oncology perspective to be discussed:</p> <p>Timely referral process of pathology specimens from the Units to Leeds.</p>	N/A	N/A
4.2 Pathology issues for the management of thyroid - the pathologist perspective			
Log No	Action	Lead(s)	Deadline
45	<p>Pathology issues to be discussed:</p> <p>In some pathology departments across the Network FNA's are not carried out by an expert cytologist which is going against national recommendation. This is an issue if being used as a screening technique.</p>	N/A	N/A
4.3 Future pathology developments across the thyroid pathway			
Log No	Action	Lead(s)	Deadline
46	<p>An in-depth group discussion followed regarding sub-specialisation of thyroid pathology and the feasibility of double reporting of diagnostic lobectomies. Variation is evident across the Network due to resource and consultant cover.</p>	N/A	N/A
4.4 Agreed Actions			
Log No	Action	Lead(s)	Deadline
47	To look into an audit of FNA adequacy rates across the Network to establish areas of good practice.	M Lansdown & G Hughes	Review Next Meeting (24/06/2009)
48	To inform H Ryan of the amendments to the thyroid pathology guidelines in light of the discussion on TNM staging.	D Gouldesbrough	March 2009
5. Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
49	<p>The latest YCN Thyroid Cancer Waiting Times data was circulated with the agenda and discussed by the group.</p> <p>The group were reminded of the new cancer waiting times and service standards.</p> <p>The YCN has published two quick guides to support the implementation of the new Going Further on Cancer Waits standards which are being implemented from January 2009.</p> <p>Both can be downloaded from the YCN website http://www.ycn.nhs.uk/html/news.htm</p> <p>To keep the group updated.</p>	P Melling	On-going

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5. Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
50	<p>It was agreed to audit thyroid cancer waiting times against the agreed YCN Thyroid Cancer Pathway.</p> <p>To look at PPM to establish what cancer waiting times data is available to match against the pathway.</p>	G Hughes	Review Next Meeting (24/06/2009)
6. YCRN update			
Log No	Action	Lead(s)	Deadline
51	<p>S Pashley summarised the YCRN Thyroid 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 S Pashley (sarah.pashley@leedsth.nhs.uk).</p>	All	On-going
7. Any Other Business			
Log No	Action	Lead(s)	Deadline
52	<p>•Suppressive Thyroxine Treatment Card</p> <p>L Priestly tabled the LTHT card which advises GP's on what doses of thyroxine patients should be receiving to the group for information.</p> <p>A suppressive thyroxine treatment card example from North of England Cancer Network was also tabled as an example.</p>	N/A	N/A
53	<p>•Management of Thyroid Cancer in Children and Young Adults</p> <p>To circulate TYA referral pathway and supporting process explanation to the group for comment and bring back to the next meeting for discussion if required.</p>	H Ryan	April 2009
54	<p>•Format of Next Meeting</p> <p>It was agreed to allow an hour for a Developmental meeting at the end of the next YCN Thyroid Group meeting.</p> <p>It was agreed that each year to include a formal presentation of the thyroid cancers treated across the Network.</p> <p>To ask E Dyer to pull together information from PPM including no of cancers treated, the age distribution, histology and stage including size.</p>	M Lansdown	May 2009

Date of Next Meeting(s)

Wednesday 24th June 2009 2:00pm
Board Room, Ground Floor, Trust HQ, St James's University Hospital

Wednesday 21st October 2009 2:00pm
Committee Room 1, Trust HQ, Ground Floor, St James's University Hospital