

Actions of the meeting held on
Thursday 20 May 2010, 10:00

Yorkshire Cancer Network

Seminar Room 2, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Present:

Mr A Henry	Airedale NHS Trust
Ms A Fletcher	Bradford Teaching Hospitals NHS Foundation Trust
Ms A Procter	
Ms T Wilcocks (Chair)	
Mrs C Facer	Leeds Teaching Hospitals NHS Trust
Mrs S Huntley	
Ms C Whitaker	
Ms H Wordsworth	
Mrs S Lloyd	Mid Yorkshire Hospitals NHS Trust
Ms L Verity	
Mr & Mrs A Smith	User Partnership Group
Mrs T Goldsbrough	York Hospitals NHS Foundation Trust
Ms K Morton	
Ms F Stephenson	Yorkshire Cancer Network
Ms C Moriarty	Yorkshire Cancer Research Network

Apologies

Sister P Byrne, Mrs N Hawkshaw, Ms W Markey, Miss N Neale

1. Upper GI Specialists Meeting			
1.1 Welcome and Apologies			
Log No	Action	Lead(s)	Deadline
1	Tracey Wilcocks welcomed the Group and apologies were noted.	N/A	N/A
1.2 Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
2	The Action Log from the last meeting was agreed as an accurate record.	N/A	N/A
1.3 Matters arising			
Log No	Action	Lead(s)	Deadline
3	<p>► YCN Supportive & Palliative Care Audit</p> <p>Tracey Goldsbrough and Kirsty Morton informed the Group that the YCN Supportive & Palliative Care Audit Tool, developed by the Lead Nurses Group has been piloted in York and is now available to use.</p> <p>To circulate the audit tool to the Group.</p>	E Jehan	03/06/2010
4	<p>► Holistic Needs Assessment Leaflet</p> <p>The Group were informed that their comments have been submitted to the Patient Information Steering Group and the final version of the leaflet is awaited.</p> <p>To update the Group at the next meeting.</p>	A Henry	TBC

1. Upper GI Specialists Meeting			
1.3 Matters arising			
Log No	Action	Lead(s)	Deadline
5	<p>► Educational Event</p> <p>The Upper GI and Pancreatic Educational Event took place on 14th May.</p> <p>Diane Burwell and Kirsty Morton gave a presentation on the Integrated Cancer Care Programme which generated discussion and was very well received.</p>	N/A	N/A
6	<p>► PANDORA</p> <p>Tracey Goldsbrough updated the Group on PANDORA; 200 log ins are available which means each CNS in the Network (excluding Palliative Care) will be able to use the tool.</p> <p>Discussion took place regarding access to PANDORA for non-CNSs e.g.: Research Nurses and Dieticians.</p> <p>To contact June Toovey to discuss use of PANDORA for non-CNSs</p>	T Wilcocks	03/06/2010
7	<p>► Patient Experience Surveys</p> <p>Tracey Goldsbrough informed the Group that the Network have purchased SNAP, a web based survey tool.</p> <p>Each Trust has sent at least 1 person on SNAP training provided by the Network.</p> <p>It was confirmed that the Peer Review requirement for Patient Experience Surveys is 2 yearly; SNAP can be used by each Trust.</p> <p>To contact Colin Sloane (colin.sloane@ycn.nhs.uk) or Emma Jehan (emma.jehan@ycn.nhs.uk) for further information regarding SNAP.</p>	All	Ongoing
1.4 Confirmation of Structure of the Groups and Meetings			
Log No	Action	Lead(s)	Deadline
8	<p>Discussion took place regarding the current meeting format and schedule. It was agreed that as attendance has improved with the new structure to continue with quarterly meeting.</p> <p>It was agreed that to reduce repetition, the joint meeting would last for 1.5 hours with half an hour for each of the Specialist Groups.</p>	N/A	N/A
1.5 Information Provision - Update on Information Prescriptions			
Log No	Action	Lead(s)	Deadline
9	<p>Aidan Henry informed the Group that Jane Archer had sent him the Upper GI Information Prescription before she left the Network.</p> <p>The Group agreed to use the paper based Information Prescription.</p> <p>To circulate to Information Prescription to the Group.</p>	A Henry	03/06/2010

1. Upper GI Specialists Meeting			
1.6 Project work - Current and Future Ideas			
Log No	Action	Lead(s)	Deadline
10	<p>The Group discussed the option of using the meeting as an opportunity to share good practice and problem solve. It was agreed that this would be useful and the Group would look at post operative reflux management at the next meeting.</p> <p>It was agreed that when specific areas of project work are to be discussed the agenda should be kept short.</p> <p>To add post operative reflux management to the next meeting agenda.</p>	E Jehan	03/06/2010
11	Group members to bring examples of good practice and literature to the next meeting.	All	TBC
12	Sharon Huntley to discuss with Surgeons.	S Huntley	TBC
1.8 Any Other Business			
Log No	Action	Lead(s)	Deadline
20	<p>► Chair Tenure</p> <p>Tracey Wilcocks informed the Group that she is due to step down as Chair in August, however as Lisa Verity is newly appointed as Vice Chair of the Upper GI Specialists Group she has agreed to remain in the role of Chair and discuss again at the next meeting.</p> <p>Aidan Henry expressed an interest in taking on the role of Vice Chair for one of the Groups.</p> <p>To add to the next meeting agenda.</p>	E Jehan	03/06/2010
2. Joint Meeting with HPB Specialists Group			
2.1 Supportive Care Pathway			
Log No	Action	Lead(s)	Deadline
13	<p>Fiona Stephenson attended the meeting to discuss the Supportive Care Pathways.</p> <p>The clinical pathways have been completed and agreed by the Commissioning Group, the Oesophagus and Gastric Supportive Care Pathways have been developed and were presented to the Upper GI Group on 2009 but still require sign off.</p> <p>The option of a combined rehab pathway was discussed and an example from the Head & Neck Group was tabled. The Group felt the example was similar in many aspects to the work already completed and would not be difficult to combine.</p> <p>A working group of Aidan Henry, Tracey Wilcocks, Anna Fletcher, Hayley Wordsworth, Kirsty Morton, Lisa Verity and Claire Whitaker was formed and agreed to meet on 15th June, 2-4pm in Leeds.</p> <p>The combined pathway needs to be developed by August.</p> <p>To book a meeting room in Leeds for 15th June meeting.</p> <p>► Post meeting note: Seminar Room 2, Cookridge Conference Suite, Level 7, Bexley Wing, St. James's University Hospital has been booked for 2.30-4.30pm.</p>	E Jehan	03/06/2010

2. Joint Meeting with HPB Specialists Group			
2.1 Supportive Care Pathway			
Log No	Action	Lead(s)	Deadline
14	The Rehab Group is meeting on 9th June, the Group discussed whether it would be beneficial for a member of the Group to attend. To contact S McKiniry.	A Henry	03/06/2010
2.2 User Involvement			
Log No	Action	Lead(s)	Deadline
15	The 'Moving On project booklets were circulated prior to the meeting, the Group agreed that the booklets contain useful and relevant information, concerns were raised that it may be repeated information, the leaflet is lengthy, who would be responsible for distributing the leaflet and when would it be made available to patients? Information on local support groups also needs to be added. To feed Group comments to Lucy White, Moving On Project Coordinator.	A Henry	03/06/2010
16	Group members to feed any addition comments to Lucy White (lucy.white@ycn.nhs.uk)	All	Ongoing
2.3 Memory Loss Following Anaesthesia			
Log No	Action	Lead(s)	Deadline
17	Alan and Dorothy Smith, Service User representative requested this agenda item, concerns were raised that Dorothy Smith experienced significant memory loss 18 months post surgery. This has been raised at the Oesophageal Patients Group where there has been agreement that other patients have had similar experiences. Alan Smith presented a personal case history and tabled literature that supports that people over the age of 60 have a higher risk of lasting memory problems. Tracey Wilcocks tabled information sent by Dr. Any Brennan, Consultant Anaesthetist, Bradford Teaching Hospitals. In summary Dr. Brennan confirms that post operative delirium is well known and risk factors include age. Incidence is quoted at 25% at 2-10days, 10% at 3 months, 5% at 6 months and less than 1% at 1 year post surgery. The Group acknowledged how concerning Alan and Dorothy's personal experience must be but the evidence in literature suggests this this occurs in very small numbers in the long term. It was concluded that the Group should consider adding the risk factor to pre op patient information. To look into adding the risk factor to pre op patient information.	A Henry / All	Ongoing
2.4 CNS Workstream Group			
Log No	Action	Lead(s)	Deadline
18	Tracey Goldsbrough and Kirsty Morton reported that this Group is looking at the components of the CNS role. The Group were asked to nominate 3/4 representatives to attend a workshop. To circulate the workshop date once confirmed.	E Jehan	03/06/2010

2. Joint Meeting with HPB Specialists Group			
2.5 Feedback from YCN Peer Review			
Log No	Action	Lead(s)	Deadline
19	Aidan Henry and Tracey Wilcocks reported that feedback from the recent Peer Review visit has been positive. To circulate Peer Review report when finalised.	E Jehan	Ongoing

Date of Next Meeting(s)

Thursday 23rd September 2010 10:00am
TBC