

Yorkshire Cancer Network Urology Oncology Nurses Group

Minutes of meeting held on
Wednesday 31st May 2006, 2.00pm
Room 1, YCRN Conference Suite, Ida Nurses Home, Cookridge Hospital

Present:	David Tyson (Chair)	Bradford Teaching Hospitals NHS Trust
	Lorraine Hunt Kathy Gould	Leeds Teaching Hospitals NHS Trust
	Maria Wilde	Mid Yorkshire Hospitals NHS Trust
	Alyson Brandon	York Hospitals NHS Trust

1. Apologies

Apologies were received from Paula Bavil, Alex Parker and Sue Ronaldson.

2. Minutes of last meeting

Were agreed as being an accurate record.

3. Matters arising

David Tyson reported that the Network office has offered to discuss the possibility of organising a study day which would be funded through sponsorship. Unfortunately the financial implication of holding the study day is due to Trusts within the Network not able to release nurses to attend the study day.

4. ToR

Members present reviewed the draft Terms of Reference.

It was agreed that point 6 will be added to state that there must be a minimum of four people present at any meeting to make decisions on behalf of the group and at least three of these people must be from different Trusts. The ToR will be reviewed in June 2007.

ACTION: ToR to be amended to include point 6

5. Membership Review

Further to the letter sent on 19th April 2006 regarding the membership of the group, Lucy Carroll was asked to make the necessary amendments.

ACTION: Lucy Carroll to update membership (actioned 13.06.06)

6. Future plans for group

After an in-depth group discussion members agreed five key areas of work they would like to take forward. These were;

1. Issue of specialist nurse documentation
2. The role of the key worker
3. Collaborative work with the Network site specific group.
4. Ongoing review of patient information
5. The proposed study day

7. Any other business

- As the next meeting scheduled on 10th July clashes with one of the specialist nurse development study days David Tyson agreed to ask Lucy Carroll to look at the possibility of rescheduling this date.
- The agenda items for discussion at the next meeting are; The role of the Key Worker, documentation of specialist nurse interventions, feedback from Network groups (standing agenda item), future plans for the proposed study day and planning and priorities for urology.
- David Tyson asked the group members to bring any information their organisation has on the key worker role to the next meeting.

**ACTION: Lucy Carroll to look at rescheduling next meeting date
(actioned – rescheduled to 18th July 2006)**

8. Date and time of next meeting

Tuesday 18th July 2006, 1.30pm
Room 105, First Floor, Arthington House, Cookridge Hospital**

**** Revised date, please ensure the 10th July is removed from your diary.**