

Greater Manchester and Oswestry Sarcoma Pathway Board Minutes of Meeting 10th June 2015

Christie NHS foundation Trust Oncology Seminar Room
Time: 2-3:30pm

Attendance	Representation
Dr JP Wylie	Chairman. Clinical oncologist Christie FT
Mr J Gregory	Consultant Surgeon , CMFT
Miss Maxine Cumbo	Physiotherapy, CMFT
Rebecca Price	Pathway Manager, Manchester Cancer
Damian Heron	Director of North Wales Cancer Network
Helen Murray	Sarcoma CNS MRI
Dr P Shenjere	Soft tissue Pathologist Christie FT
Thomas Pharaoh	Manchester Cancer AD
Apologies	
Ann Buchan	Sarcoma CNS, Christie
Miss G Cribb	Consultant Surgeon, RJAH FT
Dr M Leahy	Medical oncologist/research and TYA representative Christie FT
Dr R Lalam	Bone Radiologist, RJAH FT
Dr Anand Kirwadi	Consultant Radiologist, CMFT
Prof A.Freemont	Soft Tissue Pathologist, CMFT
Jane Evans	Sarcoma CNS RJAH FT

Agenda Item	Action
<p>1. Apologies</p> <p>Apologies were noted. Some concern expressed about poor attendance by some members.</p>	<p>Need to monitor individual members attendances</p>
<p>2. Minutes from the last meeting</p> <p>Members agreed minutes are an accurate reflection of the meeting.</p>	
<p>3. Matters Arising</p> <ul style="list-style-type: none"> - Draft ToR – Members have formally agreed the ToR accepting minor changes need to be made which were agreed by the board. RP to update and send to JW for final sign off and subsequently upload this to Manchester Cancer website. - Diagnostic pathways and education <ul style="list-style-type: none"> o RP to source a list of the designated sarcoma leads in the Greater Manchester acute Trusts. JW to write to these individuals to ask how they would like to be updated on Manchester Cancers developments, and also to be invited to an educational learning event that the board plans to hold in place of the November board meeting. (Plans to make this into an annual event will be formulated in the annual plan). Board felt this may initially be a more efficient way of tackling diagnostic delays rather than through primary care initiatives. - SCR <ul style="list-style-type: none"> o David Mowatt to start submitting operation details retrospectively from Jan 2014 onto SCR. JW to follow up with DM regarding this. - Pathology reports <ul style="list-style-type: none"> o Agreed that GMOSS pathologists are following RCPATH guidelines but have agreed to not use the recommended template due to difficulties incorporating this in to present reporting software across GMOSS. - Board Thank you - A formal thank you from the board to Hodan Noor for her hard work and dedication whilst working with the Sarcoma Pathway Board and a welcome to the new Pathway Manager Rebecca Price. 	<p>RP to update ToR and upload to Manchester Cancer website.</p> <p>RP to source a list of sarcoma leads in member organisations</p> <p>JW to discuss this with DM. DM to record operation details on SCR.</p>
<p>4. Objective 1- Improving outcomes/survival rates</p> <ul style="list-style-type: none"> - CWP discussion – TP attended the meeting to update the board about the newly formed CWP project group. In the Manchester Cancer Gynaecology pathway boards the CWP portal is currently active and the Lung pathway pilot is currently being formulated. JW expressed frustration at not being able to advance discussions around CWP within the GMOSS MDT and the fact that the group feel held back by the current data collection in SCR which remains poor. There is a genuine concern that this may reflect poorly on GMOSS at a national level (e.g. sarcoma CRG). The members unanimously agreed this initiative would benefit the pathway and sought guidance from TP as to how to go about starting this. TP 	<p>JW to continue to progress this through CWP working group.</p> <p>Further discussions to be had with DH regarding a temporary</p>

<p>explained that until the newly recruited project manager for this project starts in post and the lung pilot is up and running, discussions in relation to which pathways would benefit from CWP access are on hold. DH kindly offered to provide help by way of a dedicated volunteer that would help to set up an excel spread sheet that would allow teams to capture data in the meantime whilst CWP was being rolled out. Such a system is already working well in Wales.</p> <ul style="list-style-type: none"> - Sarcoma UK golf ball Campaign update – JW shared update with regards to Sarcoma UK Golf Ball campaign. Concerns expressed that this project could be costly and feedback from surveys suggest that GP’s often do not receive the intended material. The board discussed what the possibilities were in moving this project forward and different options regarding patient / GP engagement; <ul style="list-style-type: none"> o Writing to GP’s directly to highlight the golf ball campaign and that there is a screening and diagnosis clinic that they can send patients to. o GP waiting room posters o Nurses educating patients in appointments <p>The board agreed that there were many benefits to this campaign and agreed to formally write to the Early Diagnosis Group – Chaired by Abdul Razzaq – to see how the board may be able to utilise some of the groups contacts.</p> <ul style="list-style-type: none"> - Manchester Cancer GP education update- these engagements are proving difficult to organise across Manchester Cancer Groups. At present waiting further guidance from Manchester Cancer - Draft annual report – JW discussed the status of the annual report and noted that he felt that some minor changes needed to be made. He felt that the statuses of some projects undertaken by the board were inaccurately reflected in the draft report. The board noted that the data derived from the dashboard indicator table under section 3 showed a significant improvement upon last year but questioned the validity of some of the data as the board felt some of this seemed incorrect. JG questioned where the data had been sourced from. RP is to discuss the source of this data with Hodan Noor and report back to JW with the outcome of this. HN and the Manchester Cancer team are to re-draft sections of the report with for JW to approve and complete. - Annual plan template <p>The group agreed the following items should be added to the annual plan for 2015-16</p> <ul style="list-style-type: none"> - Golf ball challenge - engaging with early diagnosis groups to educate the network of trusts on sarcoma diagnosis services. - Data collection - Somerset Cancer registry changes, CWP, consider temporary alternative employing Welsh data set - ToR and Constitution document to be updated and uploaded to the Manchester Cancer website. - Re do Annual Patient survey. 	<p style="text-align: center;">alternative</p> <p>JW to engage with Early Diagnosis Group chair to explore links they may have.</p> <p>RP is to investigate source the data and report to JW with findings. RP/HN are to redraft sections of the annual report based on feedback received.</p> <p>HN/RP to draft annual plan and send to JW for input and completion.</p>
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Manchester Cancer

<p>5. Objective 2- Improve Patient Experience</p> <ul style="list-style-type: none"> - Patient experience audit –Board noted the results of this. - Manchester Cancer User Involvement lead – Tanya Humphreys (TH) was unable to attend this meeting. TP gave a brief update on where Manchester Cancer were up to with the recruitment for this team. Macmillan has funded 5 posts to facilitate better and more meaningful patient involvement with Manchester Cancer. These appointments will help to facilitate patient representation on each of the patient boards. - Manchester Cancer have currently recruited to the following posts: <ul style="list-style-type: none"> - 4 patient user engagement managers - 1 patient involvement lead <p>Tanya is scheduled to meet with JW at a later date to discuss the teams remit and how the Sarcoma Pathway board can utilise the Team.</p>	<p>JW to update board at next meeting following meeting with TH</p>
<p>6. Objective 3- Research and clinical innovation</p> <ul style="list-style-type: none"> - Clinical Trials annual report- shared NIHR report for the board to review. The group look forward to receiving regular updates from the NIHR. - JW noted that there was a need to engage with the Boards research lead Mike Leahy and would like his involvement in analysing the research reports. JW to contact Mike to discuss this. 	<p>JW to link with Mike Leahy to discuss clinical trials reports.</p>
<p>7. Objective 4- Improving and standardising high quality care across the whole service</p> <ul style="list-style-type: none"> - Data quality update – The Board noted the dashboard data circulated and agreed that the data quality was improving. They also highlighted that they felt some areas may be incorrect due to personal experience in reporting on this and asked for a better idea of the source of this information. RP is to speak to HN about this and make links with the collator of this dashboard report. - National Measure update – this was not discussed. - Referral guidelines and protocols- JW is keen to upload the updated guidelines onto the Manchester Cancer website. RP and JW to review status of this with HN and begin process of uploading updated referral guidelines. Examples of the updated referral forms were circulated to the Board and discussed. JG suggested merging the new version and the CMFT referral form to ensure we are incorporating all the relevant information needed. RP will redraft the forms and send to JW for review. 	<p>RP is to investigate source the data and report to JW with findings.</p> <p>RP and JW to review status of this with HN RP will redraft referral forms and send to JW for review.</p>
<p>8. A.O.B</p> <p>None discussed.</p>	
<p>9. Date and time of the next meeting : 09 September 2015 14:00 until 15:30 Christie FT, Trust Administration, Level 3, Room 6</p>	