

Brain & CNS CANCER PATHWAY BOARD MEETING

MINUTES

DATE: 03/10/2014

Member's attending:

Dr McBain (Chair)	Christie	Dr Harrison	UHSM
Julie Emerson	AHP, Christie	Andrea Wadeson	SRFT
Elizabeth Molloy	Christie	Sara Robson	Christie
Sarah Cundliffe	SRFT	Dr Douglass	Tameside / SRFT
Mr Rutherford	SRFT	Miss Karabatsou	SRFT
Alison Gilston-Hope	SRFT		

Apologies

Dr Kallat	Bolton	Prof Selby	CMFT
Dr Kearney	SRFT	Dr Ismail	WWL
Dr Dizayee	Stockport	Dr Tran	Christie
Dr Sein	East Cheshire	Dr Kay / Harrison	UHSM
Dr Elliot	Salford CCG		

In attendance

J Leighton	Manchester cancer	Dr J Livesey	Christie
M Wright	Manchester cancer		

- **Introductions and apologies**

Dr McBain (CMcB) welcomed all to the meeting and noted the apologies received.

- **Minutes of the last meeting**

The minutes accepted as a record of the meeting.

- **Manchester Cancer Clinical Outcome project**

Dr Livesey provided an over view of the clinical web portal (CWP) and its functionality. There followed a wide ranging discussion on how the pathway board may use the tool.

It was recognised that the brain pathway would, at this point in time, not be a priority for piloting this project. The board felt that this would allow there to be more time for review and development of the CWP and its applicability to the brain and CNS teams.

ACTION: To be kept under review with participation as required.

- **Review of function, structure and working of pathway board**

The pathway director, with support from Manchester Cancer, has reviewed how the board is structured and how it has functioned in the first six months. In order to deliver the objectives set by

the provider board it was felt that there should be a revised membership and meeting structure, to include more representation of those more closely linked with the delivery of the specific objectives.

Dr McBain (CMcB) proposed that in future some of the pathway board meetings should include all MDT participants; this could function as a sub-group, or a group alternating with the wider board and partially replace the existing MDT business meetings. This would allow for a more relevant and focussed agenda to be set and delivered.

Pathway Board meetings, that included the wider group membership as well as primary care, would then take place every 6 months. It was felt that this format would still meet the needs of the terms of reference and would avoid the rush to collate Peer review data at the end of the year. Skull base have an audit and research meeting every 4 months which could work in parallel with the revised MDT/Pathway Board format.

The board agreed with and adopted, this revised structure.

Action CMcB and JL to meet and plan the meeting schedule for the next 12 months

- **Living with and beyond champions.**

The pathway board felt that the LW&B Pathway Board was too AHP top heavy and it would be useful to include more consultants. It was felt that for brain it would be important to understand how low grade brain tumours would be supported by the survivorship initiative as these patients were not often able to access services provided by organisations such as Macmillan. Andrea Wadeson and Sarah Cundliffe expressed interest in acting as LW&B champions for the pathway.

ACTION JL to forward email regarding the education event to AW and SC

- **Research and Audit**

The pathway board reviewed the tabled report and noted that NCRN recruitment was up and a prospective audit is being undertaken.

- **Communication with SRFT MDT**

CMcB confirmed that a flow diagram has been developed and information will now go back to individual referrers as well as the cancer service. This revision of the process will be incorporated into the Operational Policy. A new acute referral system has been devised which will be web based.

- **A.O.B.**

Patient information folders have now been developed and will start to be used this week with high grade patients. Posters and letters to be developed to inform patients and the folders will go out to patients at the diagnosis stage. This is a pilot project involving 100 patients initially which will be fully evaluated on completion to determine whether or not to extend it.

- **Date and time of next meeting**

To be agreed and dates to be sent to all members of the board

Action: JL to distribute the dates of MDT business meetings and pathway boards for the next 12 months.