

Greater Manchester **Cancer**
Skin Pathway Board

Pathway Board Meeting

Minutes

Meeting time and date: 15:00 – 17:00hrs – 1st December 2017

Venue: The Christie – THQ – Meeting Room 6

Chair: Dr John Lear

Name	Representation
John Lear	SRFT
Rebecca Price	GMC
Neil Cutler	PT Rep
Rebecca Brooke	SRFT
Stephanie Ogden	SRFT/SHH
Timothy Kingston	Macc
Dianne Walters	SRFT
Kate Howlen	East Cheshire
Mary Kehoe	Mid Cheshire
Luisa Motta	SRFT (Histo path lead)
Julie Collins	MFT (South)
Loma Gardner	TGH
Gavin Wong	MFT (South)
Alex Harris	MCHT

Apologies	
Vindy Ghura	SRFT
Natasha Smith	GMC/ Macmillan

Minutes of the last meeting and matters arising.

The last pathway board was unfortunately cancelled.

Matters arising were not discussed.

Gorlin project update

Awareness and findings event: Friday 22 September 17 @ 13:30: not well attended by patients, Bolton Macmillan Cancer Information Supported this event.

Application was submitted for Gorlin project extension and additional funds made to Macmillan Cancer

Services July 2017 and unfortunately declined.

Following this a CCG Business case was developed to seek funding to further the project based around: Saving lives, Improving patient experience, Cost effectiveness, of which was unfortunately declined for further funding also.

A final evaluation report of the project will be shared with the pathway board in early 2018 as the Project comes to a close and PM steps down 2nd Jan 2018.

NICE Quality standard –

The board tabled these standards for ratification and agreement of adoption into standard practice. The board have agreed to review any updates to this document on an annual basis

62 Day pathway issues across GM – Plan of action

Prior to the pathway board meeting RP circulated an email she had received from the Cancer board and Director of Ops group outlining an urgent issue that has arisen within the skin service.

The email explained that There were a number of key providers who informed the Directors that they are now struggling with the volume of referrals and this is having a significant effect on 62 day, which is already pressured at the moment. Salford, who has supported additional referrals, cannot offer any additional support.

The board discussed this issue and felt that this may not be the case as all trusts represented at today's board had not been experiencing these issues. RP has encouraged all trusts to report all issues to GM Cancer project team should they arise for this to be recorded or escalated appropriately.

JL agreed to contact those trusts that were currently not present at the board to gain further clarification on this. (WWL, Pennine & Bolton)

JL has agreed to discuss the concerns that the Director of Ops group have expressed in greater detail with Claire O'Rourke (SNR Pathway manager for GM Cancer)

LSMDT and GMC Skin board educational event

The board have agreed to postpone the previously scheduled education event from 23rd March to 23rd May following consensus from the group that more time may be needed to organise speakers.

Rebecca Brooke, Vindy Ghura and John Lear have kindly agreed to once again organise a proportion of the day each and will communicate out planning details to the board in the upcoming months.

Follow up project - Update on Macmillan bid / LEO proposal

Following the unsuccessful bid application to Macmillan for funding to develop the Follow up project the board discussed the scope to develop this project further.

JL informed the board that LEO had now unfortunately confirmed that they would not be able to provide analytical and project management support to facilitate the coordination of the three arms of the project.

The rationale behind the follow up project was once again discussed and the need for full time project management support was agreed.

JL agreed to go back to LEO to discuss the project scope and what they would be willing to support for the board to work around this offer.

Prior to the pathway an update via email from JL from his next project meeting with LEO, a small project group will be established to access the resources needed in order to conduct this project effectively.

Recovery Package - Plans for delivery.

Item noted but deferred by JL to be discussed at the upcoming nurses meeting for further development of work in this area.

RP has agreed to attend the next nurses meeting to discuss the recovery package and begin discussions with nursing staff as to how the GM Cancer skin service can offer health and wellbeing events to all patients by March 2018. Holistic needs assessments to be discussed for the group to gain a better understanding of how best to conduct HNA's and agree uniform approach to how and when these will be given to patients.

Development of end of treatment summaries, progress with holistic needs assessments and patient information documents to be discussed at the next pathway board meeting.

Development of Quality standards for the GM Skin service

The board agreed that there was no appetite to develop a new set of GM Cancer quality standards.

The board felt that NICE skin cancer quality standards were clinically relevant and felt that recreating new quality standards would be an ineffective use of time and resources.

The board have agreed to regularly note any changes made to NICE guidance in future and continue to stay up to date with any clinical advancements that may be a benefit to patient care.

The board will use pathway board meetings as a repository to share any good working practice where possible.

Macmillan User Involvement team update

No work programme update given.

Nursing Forum

JC informed the board of the discussions that took place at the nursing forum regarding the Recovery Package and Plans for delivery. The meeting was very well attended with representation from most trusts around the table.

Each trust has summaries where they are now up to with the development of End of treatment summaries; delivery of Holistic needs assessments and creation of Patient information documents. (a breakdown of which can be found in the Nursing forum minutes)

The group have now agreed when patients should be offered HNA and it was decided that 1st follow up clinic would be suitable.

The group acknowledged that the use of eHNA across sites is inconsistent, and highlighted that this poses an issue in cross site viewing / sharing of patient information. Information governance was also discussed as being an issue; however the group acknowledged that this is being looked at Greater Manchester level.

End of treatment summaries, were agreed to be discussed following sites gaining access top the MacMillan eHNA tool.

Raman spectroscopy project

JL informed the group that funding for this project was unfortunately was not **granted**.

Comment [RP1]: JL to add detail here)

This project will now be removed from the board work plan.

Gateway C - Development of a Dermatology learning module

RP informed the board that Sarah Taylor (GM Cancer GP lead) was yet to meet with those board members that agreed to work with her and the vanguard team to develop this project further.

RB explained that unfortunately since the last board meeting she had been unable to meet with ST, but has agreed to make contact with Sarah in the upcoming weeks to develop this work.

The board look forward to a progress update on this from LW and RB at the next board meeting.

MDT compliance data

JL reminded that board that compliance data for each trusts was still outstanding.

Trusts are reminded to forward their headline data to both RP and JL to store, with the intention of repeating this 6 monthly for comparison.

AOB

None raised

Future pathway board meetings

02/02/2018	12-1.30pm	MR6, Christie
27/04/2018	3-5pm	MR6, Christie
24/05/2018	EDUCATION EVENT (1/2 DAY, pm)	
15/06/2018	2-4pm	MR6, Christie
14/09/2018	2-4pm	MR6, Christie
09/11/2018	2-4pm	MR6, Christie