

## GYNAECOLOGICAL PATHWAY BOARD MEETING

### MINUTES

DATE: 04/07/2014

#### Member's attendance:

Dr Barraclough (Chair)	Christie	Mrs Sally Petith	Leighton
Miss Ali-Ross	Bolton	Julie Orford	UHSM
Dr Ann Mills	Bolton	Mr S Burns	WWL
Dr Susan Davidson	Christie	Karen Blackwood	WWL
Ann Lowry	Central	Dr Manisha Kumar	CM CCG
Mrs Vanessa Hilton-Watts	Macclesfield	Dr Andrew Clamp	Christie
Karen Johnson	Christie	Miss Catherine Holland	Central
Dr Suku George	Stockport	Ms Jo Dzyra	Stockport
Dr Richard Hale	Stockport	Dr Amruta Talwalkar	WWL
Mr Brett Winter-Roach	Christie	Julie Dale	Pennine
Mr Kyle Gilmour	Tameside		

#### In attendance

James Leighton                      Manchester cancer

#### Apologies

Mr Richard Slade	Christie	Mr S Ali	Pennine
Mr Murray Luckas	Leighton	Mr Rick Clayton	Central
Debbie Beadle	Tameside	Dr Mike Smith	Christie
Mr Vincent Hall	Macclesfield		

- **Introductions and apologies**

Dr Barraclough (LB) welcomed all to the meeting and noted the apologies received.

- **Minutes of the last meeting and matters arising**

These were accepted as an accurate record of the meeting.

- **Patient representation**

LB provided a verbal report on the patient involvement event that took place on 23<sup>rd</sup> June in collaboration with Macmillan.

- **Feedback from stakeholder survey**

LB thanked everyone that responded and gave a review of the range of responses that came back. The board then discussed a number of issues that came out of the survey –

Follow-up processes - It was clear that there was significant variance on how patients are followed up and there was a significant board discussion on this covering who should be/should not be followed-up, how out-reach services are supported.

There was also concerns with CNS' undertaking follow-up care as this may have an impact on their capability to provide such a service and their training needs have yet to be identified.

Out-reach clinics - there were also issues raised on specialist surgeons providing out-reach clinics, specifically how appropriate this model of care was and how these could be rolled out wider across the Manchester cancer footprint.

Management of the MDT – there was then a wide ranging discussion on how efficient and effective the current MDT process was. With concerns expressed that all professional opinions need to be heard and that the meeting need to be effectively chaired.

Also that at the end of each patient discussion the documentation is completed and that all members agree the content. The board also felt that there needed to be improved feedback to referring sites on the outcomes of the discussions.

There was also a discussion on how the SMDTs might get larger within time and that there needs to be agreement on which patient gets discussed in which MDT and when to ensure efficient use of participants time.

There was also a discussion on the need for and the provision of local diagnostic MDTs within referring units. The group also reviewed the guideline document for the management of gynaecological cancer. Dr Mills also outlined the current practice within Bolton concerning local diagnostic MDTs.

The board was unable to reach a consensus view on this issue. LB asked that all the units were asked to review the preparation for the MDT to streamline the meeting more.

**Action – all units to review supporting processes and administration of MDT meeting**

- **Primary prevention**

LB updated the board on a recent meeting with Public Health England on HPV vaccination and cervical screening and how Manchester cancer can support these initiatives.

She then informed the board on proposals to use social media to educate and help improve access to these initiatives.

- **Secondary prevention**

Julie Dale gave the board an update on a planned “listening into action” event that will be taking place at Fairfield general on. LB asked that she feedback to the board on the event at the next meeting to see if it could be replicated elsewhere.

**Action – Julie Dale to report back at next meeting**

- **Follow-up questionnaire**

This was discussed within the item on the stakeholder survey.

LB tabled a follow up questionnaire that could be used to gather what Gynaecology patients wanted from their follow-up care. The board also suggested that the clinical staff are also asked for their views on how follow-up care is delivered.

Following review of the questionnaire and suggested amendments it was agreed to proceed with the questionnaire and to include all cancer types.

**Action – LB & JL to devise plan for questionnaire distribution and collection of responses**

- **Research**

The board noted the report tabled from the NIHR on numbers participating in clinical trials.

- **Education**

LB reminded the board that Endometrium week will be scheduled for the end of September and it is planned that Manchester Cancer will be involved with this.

Ann Lowry also raised a wound management event organised via the CNS network. LB agreed to meet to discuss how this could be supported by the board.

**Action** – LB to discuss with AL

- **Feedback survey**

Discussed as part of the item on service reconfiguration

- **Guideline and pathway reviews**

The board agreed to review all guidelines and pathways at the next board meeting.

**Action** – JL to resend the existing GMCCN guidelines and pathways

- **Surgical reconfiguration update**

LB gave an update on service reconfiguration and the recent clinical forum that took place. She was of the opinion that without a change in mind set the establishment of a single service would be very difficult. To help achieve this and as a first step she suggested creating a brand name for the single service. The board supported this approach.

**Action** – The board were asked to send suggestions to the Pathway Director

The board then had a discussion on the single SMDT and how this could be managed in a single service.

- **Any other business**

There was no other business discussed

- **Date & Venues for next meeting**

The next meeting of the board will be on **12<sup>th</sup> September 2014 at 14.00hrs** in