

<b>Name of Group / Meeting:</b>	<b>Senior Nurse and Education Workforce Group</b>
<b>Date:</b>	<b>3 March 2014</b>
<b>Time:</b>	<b>10:00 am</b>
<b>Venue:</b>	<b>Evolve Business Centre</b>
<b>Present:</b>	Joanne Atkinson, Director of Programmes, Northumbria University Jane Beveridge, Lead Cancer Nurse, NUTH Andrea Clark, Director of Patient Services, Teesside Hospice Helen Douglas, Network Admin Officer, NHS England Alison Featherstone, Network Manager, NHS England Jan Harley, Lead Cancer Nurse, North Tees and Hartlepool Carole Harrison, Director of Clinical Services, Butterwick Hospice Jackie Melrose, Cancer Modernisation Nurse, Gateshead Helen Roe, Consultant Cancer Nurse, North Cumbria Gill Starkey, Lead Cancer Nurse, Northumbria Gail White, Education & Development Lead, St Benedict's Hospice Rachel Bannister-Young, CNS Lead, Sunderland
<b>Apologies:</b>	Melanie Clarkson, Superintendent Radiographer, South Tees Sonia Connors, Palliative Care Physiotherapist, Northumbria Kirsty Curran, Lead Palliative Care Nurse, St Benedict's Hospice Fred Lightfoot, Cumbria Michelle Muir, Lead Palliative Care Nurse, NUTH

## MINUTES

### 1. INTRODUCTION

#### a. Welcome & Apologies

AF welcomed all to the meeting and apologies were noted as above.

#### b. Previous Minutes (25/11/13)

The minutes from the previous meeting were accepted as a true record.

#### c. Action Points from previous Minutes

All action points will be raised on the agenda.

#### Lead Cancer Nurses Group

The group reviewed the action points and all issues will be discussed on the agenda.

#### Lead Palliative Care Nurses Group

The group reviewed the action points and all issues will be discussed on the agenda.

### 2. SPECIFIC ISSUES ARISING

Enclosure

**a. NSSG updates**

AF explained that there have been queries from some NSSGs regarding what nursing support is available in the Network. AF has explained that there is no official nursing representation in the Network but that any issues should be raised locally, through the NSSGs or through this group.

Issues have been raised in some of the NSSGs regarding the cancer patient survey and how patients are recruited to take part. There have also been discussions in NSSGs regarding recruitment to trials and how this is documented. There was a general discussion regarding the survey.

**b. Patient and Carer Update**

AF updated the group regarding the wig survey: this is ongoing however response has been limited. The group discussed the issues around wig procurement. AF will forward the most recent wig gap analysis to the group for comment. Results of the wig survey will be forwarded when available. Members agreed to form a task and finish group to look at this issue.

**AF**

AF informed the group about changes to the membership of the NSUPG to encompass third sector groups. A bid has been put forward to Macmillan for a two year project manager to work with the locality groups.

**c. Network Patient Experience Survey**

The national patient experience survey is going on at the moment. Trust level data of has recently been published for the chemotherapy survey. It was agreed that it would be useful to have a comparison across the Network to highlight any trends and AF will liaise with Linda Wintersgill regarding this.

**AF/LW**

The group agreed that it is difficult to implement any action plans as survey information is often out of date when published and surveys follow on very quickly. AF will escalate the concerns of the group to RM to bring to the attention of the national director.

**AF**

**d. NCPC Update**

JA gave an update; she has not attended a meeting recently. There has been a change in the National Council recently and JA has decided to stand down. AF will contact members to ask for expressions of interest in becoming the Network representative on the Council.

**AF**

**e. AHP and Nursing Conference**

This event will take place on 21 March 2014 at The Durham Centre. The event has proved very popular and registration is almost at maximum and there is a good mix of delegates.

**f. Macmillan Survivorship Project**

A project manager is due to start in post shortly. This is a two year project looking at “living with” and will concentrate mainly on colorectal, prostate and breast. The post holder will particularly look at pathways.

Tony Branson has written to each NSSG and asked the group to nominate a survivorship lead and to keep this on the group agenda.

**g. Sharing Good Practice**

Newcastle has started to roll out health and wellbeing events. The one to one team have started delivering a 6 week “living with” course in the community.

Claire Sedgewick is a finalist for Nurse of the Year for Oesophagoose.

Northumbria has delivered some wellbeing events.

There are three prostate survivorship events being planned, one in Sunderland, one in Tees and one potentially in Northumbria.

Cumbria has secured Macmillan funding for a two year project looking at chemotherapy services across the organisation.

The children’s section of the Eden Valley Hospice has been taken up by the Radio Cumbria as their charity of the year.

There is a piece of work on head and neck time and motion which will be discussed at the Head and Neck NSSG.

Teesside Hospice – the new build is progressing.

St Benedict’s Hospice charity has funded a Bereavement Co-ordinator post.

JA reported that she is working with hospices to identify workforce developments and needs. Anyone who has any issues to contact JA.

Butterwick Hospice has two new services for patients; A neurological support network. A seven week breathlessness support programme for those with anxiety related breathlessness. This will be run from Hartlepool and Butterwick Hospices. A new teenage and young adults unit should be completed by the end of March.

There was a recent conference for GPs in Sunderland which was well attended.

**e. Radiotherapy 5 senses survey report**

The 5 senses surveys will be reported to the Radiotherapy NCCG and

the Chemotherapy NCCG respectively.

The Radiotherapy 5 senses survey report was published recently and will be forwarded to members.

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AF asked whether it would be useful for a 5 senses survey to be done in other areas. Members are asked to think about this and contact AF.

**f. Peer Review**

AF reported that e-prescribing has been highlighted as an issue in all trusts. The two hubs of South Tees and Newcastle have moved this forward.

The timetable for peer review has been received in trusts. AF asked for a copy of this letter. The group discussed peer review in general.

**3. REGULATORY**

**a. Any other business**

LCP – there was a day recently to begin the process of setting up Network guidelines after the LCP. There will be three parts to the new Network package; the care plan, the guidelines and the quality assurance tool. This is as yet unnamed and members are asked to forward any suggestions for names to the end of life group.

ALL

AF discussed the Chemo Nurses group. It is a peer review measure that there is attendance at the Chemo Nurse group meeting. AF will contact each lead nurse to ask for a nomination of who will attend this group. There will be two meetings per year.

AF

The issue of the AOS nurse meeting was also discussed.

UKONS – there will be a conference in Belfast in November 2014. Membership is still free. There are three members from this Network who are on the board. JB will become a UKONS ambassador for the North. AOS training has been launched on the Macmillan Learn Zone website and can be accessed through the UKONS link.

The George Hardwick information and benefits centre has closed. The Stockton centre is also closing.

AF highlighted that it is NHS Change Day today.

**c. Date and time of next meeting: 15 September 2014, 10:00 – 12:00, Evolve Business Centre, Houghton le Spring**

**4. MINUTES**

- a. The group reviewed the minutes and accepted them as a true record of the meeting.

**5. MEETING CLOSE**