

Log No.	Date Created	Status	Discussion summary	Action	Action Lead	Update
1	23.09.20	Open	<p>Title: Welcome & Apologies</p> <p>To: Update</p> <p>Owner: AK</p> <p>AK invited introductions from the group and welcomed Kate Skinner to the group as the Lead Cancer Nurses representative</p>	ML to ensure KS is added to the distribution list	AK	done 24.09.29
2	23.09.20	Open	<p>Title: Minutes of the last meeting & Matters Arising</p> <p>To: Ratify and discuss</p> <p>Owner: AK/ALL</p> <p>AK explained there hasn't been a meeting since December 2019 due to Covid and explained that the outstanding actions from the last meeting are covered under the Sarcoma Board workplan which we will be discussing at future meetings. Today will be used as a catch up meeting and an update of the cancer system in GM over the last 6 months.</p>	No further actions	AK	
3	23.09.20	Open	<p>Title: MDT Reform Project Team update & Baseline mapping results</p> <p>To: Inform</p> <p>Owner: RH/KW</p> <p>Rachel Hickson from the GM Cancer MDT Reform Programme presented on the rationale behind the project and spoke to circulated slide set. She asked for volunteers to form a sarcoma specific MDT reform steering group and explained that there is an overarching steering group with dedicated user involvement reps that the user involvement reps on the board can send any input they may have through.</p> <p>Hannah Clegg from the Programme explained about the mapping process and presented the following results:</p> <p>A total of 7 MDT members responded to this survey</p> <p>Qualitative comments / suggestions are consistent across pathways and reflect national MDT guidance.</p> <p>15% of respondents strongly agreed, and >40% agreed that MDTs are inclusive.</p> <p>14% of respondents agreed that MDTs meetings run efficiently.</p> <p>56% of respondents agreed that actions from the meetings are clear and accountable.</p> <p>Traits of a good MDT: Good representation and attendance by members, good time keeping, well organised with clear agenda.</p> <p>Key suggestions for improvements: Better IT infrastructure.</p>	<p>ML will share the presented slides and email the group requesting volunteers for the MDT reform group identify themselves to Rachel by close of play 28.09.20</p> <p>ML to share the contact details of the user involvement reps on the MDT seering group (Steve Sweeney & Sarah Jacobs) with WC & GW</p>	RH	Sent 24.09.20
4	23.09.20	Open	<p>Title: Clinical Lead - Covid Recovery Meetings Update</p> <p>To: Inform</p> <p>Owner: AK</p> <p>AK explained that GM Cancer had set up the cancer surgery hub where patients could safely receive their cancer surgery across GM. He updated that GM Cancer had provided tumour specific guidance and set up a forum about progress and guidance available throughout the pandemic. ML added that if anyone wanted access to this forum to let her know. ML updated that as part of cancer recovery plans GM Cancer are looking at single queue diagnostics, best timed pathways, rapid diagnostic centres and stratified patient follow up.</p>	<p>ALL to contact ML if they require access to the GM Cancer Forum</p> <p>AK to continue to update the group</p>	AK/ML	
5	23.09.20	Open	<p>Title: Sarcoma Pathway Board Work plan</p> <p>To: Discuss</p> <p>Owner: AK/ML</p> <p>AK explained that due to time constraints the work plan would not be discussed but had been circulated prior to the board and will formulate future agenda's.</p>	ML to ensure workplan items are on the December Board agenda	AK/ML	

6	23.09.20	Open	<p>Title: User Involvement To: Update & Discuss Owner: WC & GW</p> <p>WC asked AK what was being doing about GP education and it was explained that Gateway C are working in conjunction with the pathway board and Sarcoma UK to develop a module for GP education. ML updated that she had been advised that this should start being worked up in the next few months and will keep the group updated.</p> <p>GW broached the lack of input on sarcoma patients from MFT on the patient survey as the NCPES doesnt have much data nationally due to the low numbers of sarcoma patients per Trust. HM explained she had been working on a patient survey local to MFT but it had been put on hold due to covid. AK said this should be revisited adn would pick it up with HM outside the meeting and present an update at the December meeting, ML to add this to the workplan of the board.</p>	<p>HM & AK to meet to discuss progressing the patient survey ML to add the patient survey to the board workplan and put on agenda for December's Board</p>	WC/GW	
7	23.09.20	Open	<p>Title: AOB To: Update & Discuss Owner: ALL</p> <p>AK update the group that GMOSS were taking in part in a study looking at the effect of COVID on Sarcoma in a large regional service the initial data had been looked at and AK said he would distribute this to the group for information.</p>	<p>AK to distribute the slide set on the covid 19 study</p>	ALL	
8	10.07.2020	Open	<p>Title: To: Owner:</p>			