

Minutes of the PCA Haematology SSG*Thursday 13th September 2018**The Arundell Arms Hotel, Fore Street, Lifton, Devon***FREEDOM OF INFORMATION**

This group will observe the requirements of the Freedom of Information Act (2000) which allows a general right of access to recorded information including minutes of meetings, subject to specific exemptions. No one present today had any objections to their names being distributed in the minutes.

Draft Meeting Minutes**Chair: Jason Coppell**

Consultant Haematologist, Royal Devon and Exeter NHS Foundation Trust

Reference	Notes
1.0	Welcome and Introductions.
1.1	Please refer to separate record of attendance via this link .
2.0	The minutes of the meeting held on 21 st May 2018 were considered;
2.1	Matters Arising;
2.1.1	Re: 3.1 <i>Clinical Guidelines</i> ; the group is yet to reach consensus on a list of agreed guidelines;
2.1.2	Action: JK to write to the nominated sub-speciality leads (as per previous minutes) to gain agreement that they are to be the key point of reference for peer to peer advice and guidance across the Peninsula. The agreed sub-speciality leads will be asked to review and recommend the relevant/related national/international guidance that will then form the basis of the pan-peninsula clinical guidelines document.
2.1.3	Action: NK to circulate examples of shared clinical guidelines from other Alliances and to collate the recommended guideline references from the sub-speciality leads prior to the next meeting.
3.0	Updates from across the Peninsula
3.1	Plymouth
3.1.1	UHP remains challenged with regards to adequate SpR staffing and locum cover.
3.2	Exeter
3.2.1	Middle grade staffing levels are improving however consultant staffing levels remain challenging.

3.3 **Truro**

3.3.1 Currently out to advert for a haematology consultant post.

4.0 **External Review**

4.1 A review of haematology services at UHP/RDEFT has recently been undertaken, the outcome of which is pending executive level discussions.

5.0 **SSG Matters/Alliance Updates**

5.1 The group discussed the timing and organisation of SSG meetings and blood club. It was agreed that the frequency of blood club should be reduced from quarterly to once every 4 months (aligned with SSG meetings).

5.1.1 It was agreed that NK will organise the venue and sponsorship for both the SSG and Blood Club and that the host trust will be responsible for organising the blood club agenda.

5.1.2 Invitations for blood club/SSG meetings will be sent out by NK.

5.1.3 **Action:** MDT leads to provide NK with the contact details of colleagues not on the SSG membership list (i.e. not a core Haematology MDT member) who are to ensure that they are invited to blood club.

5.1.4 It was agreed that the SSG/Blood Club meeting dates for 2019 will be;

Date	Host Trust	Nominated Clinician to Organise Blood Club Agenda
Thursday 17 th January 2019	Torbay	TBC
Thursday 23 rd May 2019	Plymouth	TBC
Thursday 17 th October 2019	Exeter	TBC

6.0 **Audit of 2ww referrals**

Presentation available via this [link](#).

6.1 **Discussion**

The group discussed the pros and cons of including an option for GPs to refer straight for USS. Concern was raised that not all areas have direct access to tests from primary care and if they had access, this might overwhelm radiology departments.

6.2 Previous discussion had mooted the idea of adding specific wording/guidance on the existing 2ww referral proforma for head/neck lumps; however, the group were of the view that on balance, it would not be beneficial to change the

wording.

7.0 **Research Update**

7.1 To be presented at Blood Club.

8.0 **AOB**

8.1 **Action:** NK to circulate dates for the meetings scheduled in 2019 and to liaise with the MDT at each host trust to facilitate circulation of the blood club agenda.

9.0 **Date of next meeting**

9.1 *Thursday 17th January 2019 @ the Arundell Arms Hotel, Fore Street, Devon
(timings to be confirmed)*

DRAFT