
UK Chemotherapy Board

UK Chemotherapy Board - Public Minutes

Minutes of a meeting held on 14 January 2019

Present:	Dr Ruth Board	(Chair, Royal College of Physicians (RCP))
	Ms Lisa Barrott	(UK Oncology Nursing Society (UKONS))
	Ms Pinkie Chambers	(British Oncology Pharmacy Association (BOPA))
	Dr Jeanette Dickson	(The Royal College of Radiologists (RCR))
	Mr Howard Ellison	(Deputy committee services manager, (RCP))
	Dr Janine Mansi	(Association of Cancer Physicians (ACP))
	Dr Catherine Oakley	(UKONS)
	Dr Tom Roques	(RCR)
	Dr Paula Scullin (by telephone)	Northern Ireland
	Dr Alice Turnbull	(National Cancer Registration and Analysis Service (NCRAS), Public Health England PHE))
	Ms Edna Young	(Lay member)
Guests:	Ms Victoria Fashina	(Project Lead, SACT Regimen-Specific Consent forms)
In attendance:	Ms Alison Shore	Committee Manager
Apologies	Dr Catherine Bale	Wales
	Dr Pippa Corrie	(National Institute for Health Research (NIHR))
	Professor F Cotter	Royal College of Pathologists
	Professor David Dodwell	Chemotherapy Clinical Information Group, Public Health England (Chair)
	Professor Jo Martin	Royal College of Pathologists
	Professor Nicholas Reed	Scotland
	Mr Steve Williamson	(BOPA)

1 Welcome, apologies and conflicts of interest

Dr Board welcomed all those attending the meeting and members introduced themselves. A particular note of thanks was extended to Ms Gillian Dollamore for ensuring a smooth transition of secretariat from the RCR to the RCP. Apologies were noted as above, no conflicts of interest were declared.

2 Minutes from the previous meeting held on Wednesday 7 November 2018

The minutes were approved as an accurate record.

The professional bodies had received copies of the public minutes to place on their respective websites.

3 Matters Arising

3.1 Good Practice Guide for Immuno-Oncology Medicines (DOC 3.19)

Agreed changes had been made as discussed under item 3.1 in the previous minutes. The guide was considered completed and formally accepted. Dr Board and Dr Dickson would work on an editorial together for *Clinical Oncology* to publicise the new guideline.

3.2 Endorsement Policy for the UK Chemotherapy Board (DOC 4.19)

The UKCB agreed the policy was now complete and formally accepted.

3.3 Acute Oncology Initial Management Guidelines - comments from RCPATH (DOC 5.19)

Confirmation had been received from RCPATH that they were happy to support the AO Initial Management Guidelines subsequent to comments which had been considered. All UKCB bodies had now endorsed the document which would be launched through UKONS.

4 Terms of Reference

4.1 Finalised Terms of Reference (ToR) for information (DOC 6.19)

Dr Mansi proposed the highly specialist pharmacist representative and chair of the National Steering Group for the Systemic Anti-Cancer Therapy (SACT) consent form project were officially listed as co-opted members of the UKCB. It was noted Dr Mansi attended the UKCB as Association of Cancer Physicians (ACP) representative rather than in her capacity as chair of the National Steering Group. Given the same person may not occupy both roles it was agreed to add the chair of the steering group as a co-opted member of the UKCB to ensure continued oversight by the board.

Dr Alice Turnbull would represent the National Cancer Registration and Analysis Service, Public Health England (NCRAS, PHE) until Dr Martine Bomb returned in the Autumn.

A section would be added to the ToR to cover instances where start and finish groups or small task groups may be necessary to undertake work on behalf of the Board.

It was thought changing the UK Chemotherapy Board title to UK SACT Board may prove difficult due to the familiarity of the term chemotherapy in the public domain. By retaining the term the UKCB remained aligned with other groups. It was agreed however to reference SACT where appropriate within the purpose/remit section of the ToR.

Chair's approval was given to the revised standard header for UKCB documentation which increased the size of the wording and reduced the logo size.

4.2 Members terms of office (DOC 7.19)

Dr Dickson would be succeeded as vice president, clinical Oncology (VPCO) on the 31 August 2019. The new VPCO would then take Dr Dickson's place on the UKCB.

A BOPA replacement would be sought for Mr Steve Williamson who would now attend the UKCB as the Chemotherapy Clinical Reference Group (CCRG) representative.

It was agreed that Dr Catherine Oakley would continue as UKONS representative for a further 4 year term.

UKCB members discussed whether RCPATH going forward would consider proposing a member of the British Society of Haematology as second representative. Also of note was that the chair of the UKCB would be passing to RCPATH in 2020.

It was agreed Dr Scullin would remain on the UKCB until the new chair of the NCG was appointed.

4.3 RCPH Membership

The Royal College of Paediatrics and Child Health would discuss membership of the UKCB at the executive meeting of the Children's Cancer and Leukaemia Group (CCLG) at the end of January and hoped to identify representation.

4.4 Establishment of Fixed Secretariat

This work was in progress.

5 Chemotherapy Board Workstreams

5.1 Chemotherapy Consent Forms (DOC 8.19), (DOC 9.19) and (DOC 10.19)

Ms Fashina provided a progress report on the project to develop national regimen-specific SACT consent forms:-

The main difference from previous years was the separation of Haemato-oncology from the oncology list of consent forms.

The template of the form would also be reviewed for readability and to update it.

There had been sustained use and growth of the consent form usage between August 2016 and December 2018.

Engagement had been instigated with Haemato-oncology specialties.

The project had reached the end of its first 3 years. Consequently the review and revalidation of breast cancer consent forms was due in May 2019.

A patient centred audit was being explored as previously consent forms had been geared toward healthcare professionals.

Dr Mansi advised there was now devolved nation representation on the National Steering Group. Whether to invite a patient representative from the National Steering Group and a Haemato-oncologist onto the UKCB was also discussed.

Dr Board offered formal congratulations to Ms Fashina on the prizes awarded to her last of particular note the award of 'Best first time presenter at a national conference' for her presentation delivered at UKONS.

5.2 Age is no Barrier to Chemotherapy

A manuscript had been submitted to *Lancet Oncology* for publication, it had been peer reviewed but unfortunately the submission had been unsuccessful. Other options for publishing were being explored.

5.3 Cancer Research UK (CRUK) Systemic Anti-Cancer Therapy (SACT) Diary

10,000 diaries had been printed. The UKCB had been recognised as a collaborative partner on the project by CRUK. Informal feedback had been very good with favourable patient comment received. Some access issues were reported and these would be raised with a request that all communication channels were engaged to ensure awareness.

5.4 Projects/ideas for 2019

Dr Board requested ideas for UKCB output for 2019 and onwards. Projects considered for 2019 were :-

- Granulocyte-colony stimulating factor (G-CSF) work
- Blood sugar monitoring whilst on treatment
- Production of guidance on osteonecrosis of the jaw
- Potentially a wider piece of work adding onto G-CSF work around antiemetics and chemotherapy protocols.

6 Proposal for collaborative Neutropenic Sepsis (NS) information 'bundle' launch 2019 – update (DOC 11.19)

Dr Oakley reported information about Sepsis was now included in the patient record and that the new Cancer Treatment and Sepsis leaflet was now live from CRUK/Macmillan. <https://be.macmillan.org.uk/be/s-401-new-titles.aspx>

A national alert card was currently being developed. There were also plans to develop a national NS video possibly in conjunction with CRUK.

7 Chemotherapy Data

7.1 SACT dataset update (tabled paper 1)

The revised dataset had been approved by NHS Digital (NHSD). Communications were currently underway with e-prescribing providers. The dataset was to be launched via a phased implementation from September to December.

8 Items for Report

8.1 Continuation of funding for chemotherapy following break in treatment

Dr Dickson would speak with Prof Peter Clark, chair of the Chemotherapy CRG and dependent upon the outcome would circulate a draft a letter from UKCB to NHSE for comment.

8.2 Diabetes and hepatitis infections in cancer chemotherapy patients - NICE recommendations

A NICE guideline highlighted screening for high risk groups for hepatitis and HIV prior to commencing cytotoxics. It was proposed drawing attention to this guidance along with information on rituximab to trusts advising these protocols should be within their policies.

9 Chemotherapy Commissioning

9.1 Update from Chemotherapy Clinical Reference Group (CCRG)

Dr Board would confirm with Prof Peter Clark and Mr Steve Williamson that going forward it would be Mr Williamson who would attend the UKCB on behalf of the CCRG.

9.2 Update from Acute-Oncology Sub-Group – minutes of November meeting (DOC 12.19)

Dr Board highlighted key areas from the AO sub-group minutes, notably, the task and finish groups suggested pieces of work. Dr Board would ask Dr Marshall if he would be in agreement with an AO sub group member joining the UKCB.

10 Chemotherapy Research

This section of the agenda would be an overview from The National Institute for Health Research (NIHR) of anything that may be of interest to UKCB. There was nothing for report at this meeting.

11 Devolved Nations Updates

11.1 Northern Ireland

Dr Scullin reported continued efforts to implement electronic prescribing.

11.2 Scotland

Prof Nicholas Reed advised he was to meet Dr John Murphy and Dr Mary Maclean on 1 February for an update on progress for implementing the new SACT regimen consent forms in Scotland

11.3 Wales

Dr Catherine Bale had sent apologies and efforts to seek a deputy were acknowledged and appreciated.

12 Commissioning Chemotherapy Services Conference (CCS) 6 December 2018

Dr Board thanked Dr Dickson for her excellence in chairing the CCS Conference on 6 December which had been attended by between 250-300 delegates. 2018 was the first year it had been organised and hosted by the UKCB and subsequent feedback had been very good. Planning for 2019 was underway.

13 Any Other Business

13.1 Access to commissioned chemotherapy medication

Variation in access to oral Vinorelbine was raised. It was considered this was more a matter for individual trusts to work with commissioners. The UKCB could if required provide a generic statement in support of any trusts where necessary.

13.2 E-learning modules

Dr Mansi would progress when e-learning modules developed by Guy's and St Thomas' NHS Foundation Trust through the Kings Health Partner (KHP) new Learning Hub would be universally available and when those interested could access the link.

13.3 Hyper sensitivity reaction when preparing monoclonal antibodies

Ms Barrott reported there had been an incident where a nurse had suffered a likely hyper sensitivity reaction when undertaking the preparation. Ms Barrott would bring this back for further discussion to a future meeting.

14 Dates of Next Meetings

- Thursday 6 June 2019, 2.00 pm to 4.30 pm
- Monday 7 October 2019, 10.00 am to 12.30 pm

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Confirmed