

**NCCP SMT**  
**NCCP Office/Hybrid meeting**  
**17/01/23 @ 10.30am**

**Attendees:** R Ó Laoide (Chair), P. Cafferty, T. Hanan, P. Heckmann, T McCarthy

**Apologies:** F. Bonas

**Invited:** M. Cox, C. Mellett

	Discussion	Actions
1)	<p>Minutes of 6<sup>th</sup> December 2022.            Minutes of 15<sup>th</sup> December 2022.            Minutes of 20<sup>th</sup> December 2022.</p> <ul style="list-style-type: none"> <li>• Minutes of the above three meetings were agreed.</li> </ul> <p>Matters arising from 20<sup>th</sup> December 2022 meeting</p> <ul style="list-style-type: none"> <li>• UHL Situation has been resolved</li> </ul>	
2)	<p><b>NSP 2023(P. Cafferty)</b></p> <ul style="list-style-type: none"> <li>○ Work ongoing to agree positions for Cancer Strategy implementation in 2023.</li> </ul> <p><b>Action: Team to be updated on current position.</b></p>	<i>P. Cafferty</i>
3)	<p><b>HSE Board Scorecard 2023</b></p> <ul style="list-style-type: none"> <li>○ HSE had changed focus for Board Scorecard 2023.</li> <li>○ NCCP to agree of 3-4 measurable items that may be necessary for inclusion at a later stage.</li> </ul> <p><b>Action: meeting to be arranged Business &amp; Planning and R. Ó Laoide to discuss internal NCCP measures</b></p>	<i>P. Cafferty</i>
4)	<p><b>Alignment of KPI/performance reports and DOH meetings</b></p> <p><b>Action: Meeting schedule to discuss to be proposed</b></p>	<i>M. Cox</i>
5)	<b>Clinical Leads</b>	

	<p><b>Action:</b> Feedback to be provided in relation to refreshing the current details on clinical leads and further discussion to take place.</p>	<p>All</p>
<p>6)</p>	<p><b>DOH Engagement</b></p> <ul style="list-style-type: none"> <li>○ Diagnostics – further information to be shared with DOH, to inform Scheduled Care Plan and Estimates 2024.</li> <li>○ KPIs – full review of KPIs from cancer strategy. Initial discussion to be arranged – Triona, Pat, Eve, Patricia, Ian and NCIS to discuss and agree plan, with a view to linking with clinical leads and NCRI in February 2023.</li> </ul> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>a) Feedback to be given to C Meaney on Cancer Strategy KPI's for 2022</li> <li>b) Medical Oncology KPIs – exploration work to commence in relation to service plan for 2024</li> <li>c) Definitions for medical oncology KPIs for NCIS</li> <li>d) Review of existing NCCP KPIs to take place when Head of Cancer Intelligence is in role. Discuss with NCRI and ensure alignment with NCIS.</li> </ul> <ul style="list-style-type: none"> <li>○ “As is” report for cancer services</li> </ul> <p><b>Action:</b> Meeting with DOH to be arranged to discuss</p> <ul style="list-style-type: none"> <li>○ Surgical centralisation</li> </ul> <p><b>Action:</b> 2018 data and evidence to be updated.</p> <ul style="list-style-type: none"> <li>○ Separate programme of work on networks/accreditation/strategic capital and research.</li> </ul> <p><b>Action:</b> Meeting to be arranged with Department of Health to discuss</p>	<p><i>R Ó Laoide/ T. McCarthy</i></p> <p>a) All</p> <p>b) M. Cox</p> <p>c) P. Heckmann</p> <p>d) T. McCarthy/P. Heckmann</p> <p>P. Cafferty</p> <p>P. Cafferty</p> <p>T. Flattery</p>

	<ul style="list-style-type: none"> <li>○ North/South cooperation, including cancer services in the Northwest</li> </ul> <p><b>Action: Discuss with Department of Health</b></p>	
<b>7</b>	<p><b>Risk Register</b></p> <ul style="list-style-type: none"> <li>○ Clinical risks at hospital level to be escalated to Acute Operations.</li> </ul> <p><b>Action: Clarify risk register process, particularly for clinical risks.</b></p>	<i>P. Cafferty</i>
<b>8</b>	<p><b>FOI Process</b></p> <ul style="list-style-type: none"> <li>○ NCCP internal process is being put in place</li> </ul>	
<b>9.</b>	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>a) <b>Letterkenny Visit</b> – 20<sup>th</sup> January</li> <li>b) <b>HTA proposal</b> – feedback to T. McCarthy. Discuss at future SMT meeting</li> <li>c) <b>ED/Bed Crisis</b> – current situation was discussed</li> <li>d) <b>Covid Guidelines</b> – communication will be issued advising some guidelines are being stood down</li> </ul>	<p><i>All</i></p> <p><i>E. O’Toole</i></p>
	<b>Next SMT meeting: Tuesday 31<sup>st</sup> January 2023.</b>	