

**NCCP Internal Management Forum
MS Teams
03/09/24 @ 11am**

Attendees: R. Ó Laoide (Chair), R. Conway, T. Hanan, P. Heckmann, T. Holohan, L. Mullen, N. Newcombe and E. O’Toole.

Apologies: F. Bonas, H. Burns, P. Cafferty, C. Mellett and T. McCarthy,

Invited: T. Flattery, R. Ryan, M. Cox ,J. Gleeson and L. Ryan for Item 2.

Discussion	Actions
1) Minutes of 13th August meeting were agreed.	
2) Draft NCCP Policy on Cancer Centre Designation <ul style="list-style-type: none"> • Update was provided on approach. IMF membership endorsed the proposal in principle subject to inclusion of feedback as discussed. • Further update to be provided at future meeting. 	
3) NSP 2024/2025 (J. Gleeson/M/ Cox) <ul style="list-style-type: none"> • Work is ongoing to prepare for NCCP submission for Estimates/NSP 2025. 	
4) Draft KPI Performance Framework (R. Conway) <ul style="list-style-type: none"> • Work is ongoing. Update will be provided at future meeting. 	
5) AOB <ul style="list-style-type: none"> • ██████████ Compounding Disruption – issue is being monitored by a HSE-NCCP Oversight Group to determine impact on SACT service. • HSE Overview of Medicines Funding Governance Processes was approved by the HSE Senior Leadership Team in August. • Community Cancer Nursing eLearning Programme launch – September 6th. 	
Next IMF meeting: Tuesday 10th September 2024 at 10.30, NCCP Office	

Open actions

No.	Date	Details of action	Responsible	Status
1)	21/11/23	Governance of Clinical Guidelines <ul style="list-style-type: none"> Proposal to be drafted on national clinical guidelines approval in consultation with CCO office – meeting to take place with CCO, update to be provided at next IMF 	<i>E. O'Toole</i>	Ongoing
2)	12/03/24	NCS Chapter 11 <ul style="list-style-type: none"> Quality framework to be discussed at future IMF meeting and will include application to interaction with regions 	<i>E. O'Toole/ R. Conway</i>	Ongoing
3)	04/06/24	Business and Planning <ul style="list-style-type: none"> REO Performance and NCCP still waiting on plan from SSWHG to address non-urgent Breast. 	<i>P. Cafferty</i>	
4)	18/06/24	Health Regions – AND Responsibilities <ul style="list-style-type: none"> R. Ó Laoide outline role and purpose for feedback. 	<i>R. Ó Laoide</i>	Autumn 2024
5)	16/07/24	NCCP generic information mailbox <ul style="list-style-type: none"> P. Cafferty to review process for managing emails. 	<i>P. Cafferty</i>	
6)	13/08/24	Skin KPIs <ul style="list-style-type: none"> Meeting to be arranged to discuss skin pathways. R. Ó Laoide, F. Bonas, R. Conway, E. O'Toole and T. McCarthy to attend. 	<i>F. Bonas</i>	

Actions completed since previous meeting

No.	Date	Details of action	Responsible	Status
1)	02/07/24	Cancer Intelligence <ul style="list-style-type: none"> Discussion needed with the DOH on the appropriate forum and format for discussion of performance monitoring, in line with accountability framework for both the HSE and Department 	<i>R. Ó Laoide / T. Holohan</i>	
2)	02/07/24	Oral Anti-Cancer Medicines Meeting to be arranged to discuss	<i>T. Hanan/A.McLoughlin</i>	
3)	30/07/24 13/08/24	Draft Cervical Cancer Elimination Action Plan <ul style="list-style-type: none"> Discussion to take place between the National Screening Service, the National Women and Infants Programme, and the National Cancer Control Programme regarding the resourcing of the Cervical Cancer Implementation Plan. High level feedback on draft CCE Action plan from NCCP perspective to be provided to National Screening Service. 	<i>P. Cafferty</i> <i>H. Burns</i>	
4)	13/08/24	Cancer Patient Experience Survey (CPES)	<i>P. Heckmann</i>	

		<ul style="list-style-type: none"> Two representatives (one clinical and one representative from NCCP) to be sought for membership of advisory group. 		
5)	13/08/24	Impact of vacant critical nursing posts on cancer services <ul style="list-style-type: none"> Update to be provided to R. Ó Laoide. Issue to be raised wih relevant Regional Executive Officer(s) 	T. Hanan	