



**NCCP Internal Management Forum
NCCP Office
08/10/24 @ 10.30**

Attendees: R. Ó Laoide (Chair), F. Bonas, H. Burns, P. Cafferty, R. Conway, T. Hanan, P. Heckmann (via MS Teams), T. Holohan, C. Mellett, L. Mullen, T. McCarthy, N. Newcombe and E. O'Toole.

Apologies: None

Invited: T. Flattery, R. Ryan

	Discussion	Actions
1)	Minutes of 24th September will be reviewed at next meeting.	
2)	NSP 2025 (P. Cafferty) <ul style="list-style-type: none">Funding allocated in Budget 2025 noted. Full details are awaited in the Letter of Determination. Work is ongoing. Internal process to commence soon to identify priority projects. Action: Meetings to be arranged with IMF members to discuss.	<i>P. Cafferty</i>
3)	Draft NCCP Reporting Organogram <ul style="list-style-type: none">IMF to provide final feedback to P. Cafferty by October 10th.Separate functional structure to be developed in line with project prioritisation for the remaining period of the Cancer Strategy.	<i>a. All</i>
4)	MOU with Regions <ul style="list-style-type: none">Work is ongoing by Business and Planning team. Action: Update will be provided at future IMF meeting	<i>P. Cafferty</i>
5)	Cervical Cancer Guideline Appraisal Project <ul style="list-style-type: none">An overview of the work of the Guideline Appraisal Group was provided by H. Burns. Final recommendations from the group to the IMF were presented and discussed. Action: Further discussion to take place to consider recommendations of Guideline Appraisal Group. Update to be provided at next IMF meeting.	<i>R. Ó Laoide/H. Burns</i>

6)	<p>NCCP National Haemato-oncology Adult Patient Pathways</p> <ul style="list-style-type: none"> Updated guidelines were noted by IMF members. 	
7)	<p>EU Projects</p> <ol style="list-style-type: none"> Updates on the following initiatives were circulated to IMF members for information. <ul style="list-style-type: none"> Joint Action on network of Comprehensive Cancer Centres (JA CraNE) EU4Health Wave 3 TRANSITION CCI4EU <ul style="list-style-type: none"> Project is being led by TCD/SJH CI. “Deep dive” meetings will take place over November 11th & 12th. IMF members will be invited to participate. 	
8)	<p>Brief Programme Updates – (All)</p> <p>Public Health (T. McCarthy and H. Burns)</p> <ul style="list-style-type: none"> Irish Cancer Prevention Network Symposium taking place October 9th. Findings on alcohol and obesity piece of work from cancer awareness survey will be shared. Discussions are ongoing regarding hereditary cancer posts. Project ongoing using NCRI data to describe epidemiology of early onset colorectal cancer in Ireland. Launch of Ireland’s Cervical Cancer Elimination Action Plan – November 15th. <p>Evidence and Quality (E. O’Toole)</p> <ul style="list-style-type: none"> Recent meeting at Mater Misericordiae University Hospital regarding non-melanoma skin pathways pilot. Work is due to commence soon on a breast radiology oncology living guideline. <p>Surgical Oncology, Radiotherapy, CAYA, Clinical Programmes (F. Bonas)</p> <ul style="list-style-type: none"> Funding has been identified by the oral health programme for dentistry support for head and neck cancer patients. Options appraisal will commence soon on breast projects. Gap analysis regarding gynae-oncology centralisation to be completed. CAYA survivorship group – project has commenced, first meeting to take place end of October. <p>Nursing (T. Hanan)</p> <ul style="list-style-type: none"> Work ongoing with services to standardise SOPs regarding Acute Oncology Haematology Nursing Service nationally. Attendance at INMO conference October 4th. <p>NCIS (N. Newcombe)</p> <ul style="list-style-type: none"> University Hospital Waterford go live date postponed until early November. Naas Hospital go live date planned for mid-November 2024. 	

	<p>Systemic Therapy Programme (STP) and Molecular (P. Heckmann)</p> <ul style="list-style-type: none"> • Molecular - Genomic Test Directory for breast and urothelial cancer agreed and also test directory for Plasma Cell Disorders. These will be published shortly. • Irish Institute of Pharmacy (IOP) Cancer Care Hub - was launched on World Pharmacist Day 25th September. Update will be provided at next meeting. • Baxter disruption is ongoing. Weekly meetings are being held regarding management of disruption. • Worldwide shortage of Pegasys® - mitigation measures are being worked on. • NCCP Medical Oncology Annual meeting – October 11th. <p>Survivorship (L. Mullen)</p> <ul style="list-style-type: none"> • CAYA conference took place on Saturday October 5th • Psycho-Oncology forum for MDTs was held on October 2nd <p>Cancer Intelligence (CI) (T. Holohan and R. Conway)</p> <ul style="list-style-type: none"> • Upcoming meetings to discuss surgical centralisation and draft policy on KPI measurement and performance improvement. • Discussions ongoing regarding CI plan. <p>Business & Planning (P. Cafferty)</p> <ul style="list-style-type: none"> • Update was provided under meeting agenda item. <p>ND Office (C. Mellett)</p> <ul style="list-style-type: none"> • Fertility Preservation – DOH have asked HIQA to undertake a scoping review of practice in other countries. NCCP has provided feedback. • Work is ongoing to develop the approach to a lookback report. 	
9)	<p>AOB</p> <ul style="list-style-type: none"> • Office 365 – IMF agreed to proceed with migration of mailboxes. N. Newcombe will provide further update. 	
	<p>Next IMF meeting: Tuesday 22nd October 2024 at 10.30, NCCP Office</p>	

Open actions

No.	Date	Details of action	Responsible	Status
1)	21/11/23	<p>Governance of Clinical Guidelines</p> <ul style="list-style-type: none"> • Proposal to be drafted on national clinical guidelines approval in consultation 	E. O’Toole	Ongoing

		with CCO office – meeting to take place with CCO, update to be provided at next IMF		
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>	<i>Ongoing</i>
3)	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
4)	16/07/24	NCCP generic information mailbox <ul style="list-style-type: none"> P. Cafferty to review process for managing emails. 	P. Cafferty	
5)	24/09/24	Radioligand Therapy <ul style="list-style-type: none"> meeting to be arranged to discuss 	F. Bonas/P. Heckmann/R. Ó Laoide	
6)	24/09/24	CIT Immunotherapy pilot project <ul style="list-style-type: none"> Letter to be drafted with inputs from NCCP Nursing and SACT teams 	P. Cafferty	
7)	08/10/24	NSP 2025 <ul style="list-style-type: none"> Meetings to be arranged with IMF members to discuss 	P. Cafferty	
8)	08/10/24	MOU with Regions <ul style="list-style-type: none"> Update will be provided at future meeting 	P. Cafferty	
9)	08/10/24	Cervical Cancer Guideline Appraisal Group <ul style="list-style-type: none"> Further discussion to take place to consider recommendations of Guideline Appraisal Group. Update to be provided at next IMF meeting. 	R. Ó Laoide/H. Burns	

Actions completed since previous meeting

No.	Date	Details of action	Responsible	Status
1)	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>	
2)	24/09/24	National Clinical Programmes Conference <ul style="list-style-type: none"> Slides to be shared 	C. Mellett	