

**NCCP Internal Management Forum
NCCP Office / MS Teams
18/06/24 @ 10.30**

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

Apologies: T. McCarthy

Invited: T. Folliard, S. Fox

	Discussion	Actions
1)	Minutes of 04th June meeting <ul style="list-style-type: none"> One amendment agreed Minutes agreed and signed off 	
2)	Haemato-oncology update (T. Folliard) <ul style="list-style-type: none"> Presentation given to group on Haemato-Oncology by T. Folliard. Q&A followed. Noted the importance of GP input on referral pathways, alignment of methodology for the development of referral guidance and planning for service implementation. Group thanked T. Folliard for the update. 	
3)	Future Exec Meeting agenda – Clinical Leads Groups & programmes – optimal approach to providing updates – (F. Bonas / P. Heckmann) <ul style="list-style-type: none"> Agreed that updates will be provided under the relevant programmes i.e. surgical oncology, radiation oncology, haemato-oncology and medical oncology. NCIS update at Exec meeting to be scheduled. 	
4)	Health Regions – AND responsibilities <ul style="list-style-type: none"> Discussion re the role of senior NCCP managers in relation to engaging on cancer services with the Health Regions. R. Ó Laoide to outline role and purpose for feedback/review. Noted that the performance review process for the Health Regions remains unclear. Escalation process as part of the Quality Framework discussed. R. Conway to update IMF. 	<p><i>R. Ó Laoide</i></p> <p><i>R. Conway</i></p>

5)	<p>NCCP Risk Register - addition of risk: 'Access to Drugs' (P. Cafferty)</p> <ul style="list-style-type: none"> Noted that this was proposed by M. Keane. HSE process is in place. P. Heckmann will speak to M. Keane. 	<i>P. Heckmann</i>
6)	<p>European Projects</p> <p>CCI4EU</p> <ul style="list-style-type: none"> A meeting is to take place with the EU project leads on the possibility of a 'deep dive' as part of this project. 	
7)	<p>Brief Programme Updates – (All)</p> <p>Public Health (H. Burns).</p> <ul style="list-style-type: none"> Cervical Cancer Elimination Action Plan under development, led by NSS. 'Treatment' section will be relevant to the work of the NCCP – feedback will be sought once draft available Community Oncology Division are commissioning a scoping review of primary care (& cancer) databases for research internationally Hereditary Cancer Model of Care – discussion re funding for implementation of MOC ongoing. P. Cafferty to include in service plan. <p>Evidence and Quality (E. O'Toole)</p> <ul style="list-style-type: none"> Diagnosis and Staging of Patients with Breast Cancer and Neoadjuvant Treatment of Patients with Rectal Cancer guidelines to be reviewed Internal discussions to consider streamlining of process <p>Surgical Oncology, Radiotherapy, CAYA, Clinical Programmes (F. Bonas)</p> <ul style="list-style-type: none"> Radiotherapy specialised services – intracranial stereotactic services are due to be put in place in Limerick and the Mater in 2025. Contract discussions to be held. F. Bonas to provide update. A Gynae-oncology brachytherapy service is to be set up in Cork Head & Neck – Service requirements for dentistry are being defined. Oral Health Care Pathway – F. Bonas will update R. Ó Laoide Draft AI position – a working group is being set up. F. Bonas to update. A meeting is scheduled with St. James's Hospital and Dublin/Midlands re. Cancer services. F. Bonas will update. <p>Nursing (T. Hanan)</p> <ul style="list-style-type: none"> Video enabled care has been successfully piloted by the Acute oncology nurses in a Type 1 2 & 3 hospitals, now being rolled out in all hospitals in the Saolta group. Site visits to nursing teams ongoing Emergency Medical Programme MOC feedback to be sent to S. Fox to collate - deadline 20/07/24 	<p><i>P. Cafferty</i></p> <p><i>F. Bonas</i></p> <p><i>F. Bonas</i></p> <p><i>F. Bonas</i></p> <p><i>F. Bonas</i></p> <p><i>IMF/S. Fox</i></p>

	<p>NCIS (N. Newcombe)</p> <ul style="list-style-type: none"> • Cork, Waterford and Tallaght moving forward at pace. • Limerick progressing Medical Oncology MDM <p>Systemic Therapy Programme (STP) and Molecular (P. Heckmann)</p> <ul style="list-style-type: none"> • DoH medicines sustainability taskforce also in place. There is a proposal on a NCCP KPI which is for discussion. • HSE Laboratory Reform Strategy: P. Heckmann met with Dr Niamh Leonard Histopathologist SJH who is working on defining pathways for biopsies as part of this Strategy. Guidelines group sending on relevant pathology recommendations and STP providing information on agreed testing guidance, recommendations and test directory. <p>Survivorship (L. Mullen)</p> <ul style="list-style-type: none"> • Alliance meeting taking place on 27th June. Minister Colm Burke TD will be attending and will also launch the Directory. • Allocation of funding for Community Cancer Centres and Services is continuing. <p>Cancer Intelligence (T. Holohan/R. Conway)</p> <ul style="list-style-type: none"> • Policy document on escalation process ongoing • Definition of designated centres and satellite units – discussions ongoing. Update to be provided • Workshop to be organised to discuss CI function. <p>Business & Planning (P. Cafferty)</p> <ul style="list-style-type: none"> • Internal post list to be sent to R. Ó Laoide • Group reminded about Performance Achievement and mid year engagement process • CARP – reminders sent, follow up required • Induction/Training update to be brought to future IMF • P. Cafferty and J. Gleeson to look at Health Regions MOU and discuss internally • NSP – awaiting feedback from HSE and DOH on process for 2025 <p>ND Office (C. Mellett)</p> <ul style="list-style-type: none"> • Staff meeting – update provided to group • Work on Strategies reporting template noted. 	<p><i>T. Holohan</i></p> <p><i>T. Holohan</i></p> <p><i>P. Cafferty</i></p>
8)	<p>AOB</p> <ol style="list-style-type: none"> Update on centralisation and designation of cancer centres in preparation. Capital Infrastructure - programmatic approach discussed with DOH Shared Island Funding for Capital projects– S. Fox to set up meeting between R. Ó Laoide and F. Bonas to discuss Health Visualisation Platform (HPVP) Productivity Dashboards (IIS) – publishing OPD data by end of June. Discussion re NCCP access, 	<p><i>S. Fox</i></p>

		<ul style="list-style-type: none"> Update on SJH/Dublin Midlands meeting 	<i>F. Bonas</i>	
6)	04/06/24	Survivorship <ul style="list-style-type: none"> L. Mullen to provide details to R. Ó Laoide re moratorium and the impacts on Patient Support worker posts 	<i>L.Mullen</i>	
7)	18/06/24	Cancer Intelligence <ul style="list-style-type: none"> Internal meeting to discuss role of Cancer intelligence function Definition of designated centres and satellite units - update to be provided before next IMF. 	<i>T. Holohan</i> <i>T. Holohan</i>	
8)	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. Internal post list to be sent to R. Ó Laoide 	<i>P. Cafferty</i>	
9)	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>	
10)	18/06/24	NCCP Risk Register – addition of risk (Access to Drugs) <ul style="list-style-type: none"> P. Heckmann and J. Gleeson to discuss with M. Keane 	<i>P. Heckmann</i>	
11)	18/06/24	Public Health <ul style="list-style-type: none"> Hereditary Cancer Model of Care - P. Cafferty to include requirements in service plan 	<i>P. Cafferty</i>	
12)	18/06/24	Nursing <ul style="list-style-type: none"> Emergency Medical Programme MOC feedback to be sent to S. Fox to collate - deadline 20/07/24 	<i>IMF/S. Fox</i>	
13)	18/06/24	NCIS <ul style="list-style-type: none"> The NCIS Implementation Group chair to be invited to provide update to NCCP Executive 	<i>T. Flattery/S. Fox</i>	
14)	18/06/24	HSE data developments <ul style="list-style-type: none"> Health Visualisation Platform (HPVP) Productivity Dashboards (IIS) – P. Heckmann/ T. Holohan to discuss Access to National Bed Management System (BMS) Project – P. Heckmann/T. Holohan to discuss 	<i>P. Heckmann/ T. Holohan</i> <i>P. Heckmann/T. Holohan</i>	

15)	18/06/24	Shared Island Funding <ul style="list-style-type: none"> Funding for capital projects to be discussed by R. Ó Laoide and F. Bonas 	S. Fox	
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Actions completed since previous meeting

No.	Date	Details of action	Responsible	Status
1)	21/11/23	Diagnostics Paper This work, along with relevant guidelines (e.g. Prostate, Breast, PSMA) to be linked with HSE Radiology Review	T. McCarthy N. Keating/L. Mullen/ H. Burns	Completed
2)	21/05/24	Productivity Action Plan Follow up with Department of Health	R. Ó Laoide	Completed
3)	21/05/24	Urgent Press/Parliamentary Queries To be discussed at NCCP/DoH meeting	R. Ó Laoide	Completed
4)	04/06/24	EuCan Project Recruitment, Trinity College Dublin (H. Burns) <ul style="list-style-type: none"> H. Burns to send information to IMF IMF to forward on to relevant staff 	H. Burns IMF	Completed
5)	04/06/24	2025 OECD/EU Country Cancer Profiles/Survey Responses to be sent to S. Fox by 14 th June	IMF	Completed
6)	04/06/24	Induction/Training Sessions: HR Policies/Procedures/Circulars/Memos <ul style="list-style-type: none"> P. Cafferty to organise meeting re NCCP orientation Organisation Chart to be updated 	P. Cafferty P. Cafferty (/HR)	To be discussed at future IMF
7)	04/06/24	European Projects – DigiCan <ul style="list-style-type: none"> T. Hanan to send update to IMF 	T. Hanan	Completed