



**NCCP Internal Management Forum
NCCP Office
22/10/24 @ 10.30**

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

Apologies: P. Heckmann, T. McCarthy

Invited: T. Flattery, C. Meaney for P. Heckmann

	Discussion	Actions
1)	Minutes of 24th September and 8th October were agreed.	
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 prioritise projects in line with expected allocation.	
3)	Strategic Prioritisation <p>An approach was outlined for a strategic prioritisation process to inform the remaining years of the Strategy.</p>	
4)	EU Projects <p>CCI4EU</p> <ul style="list-style-type: none">Project is being led by TCD/SJH CI. “Deep dive” meetings will take place over November 11th & 12th. <p>Action: IMF members to identify sessions to attend.</p>	<i>All</i>
5)	The following documents were noted by IMF members: National Clinical Guidelines: <ol style="list-style-type: none">Diagnosis and staging of patients with breast cancer.Neoadjuvant treatment of patients with locally advanced rectal cancer. It was noted that these will be discussed at the NCCP National Executive. Rapid Review In patients receiving chemotherapy treatment for cancer, does use of scalp cooling systems reduce chemotherapy-induced alopecia.	

6)	<p>Brief Programme Updates – (All)</p> <p>Public Health (H. Burns)</p> <ul style="list-style-type: none"> • CPD module developed by NCCP GP Advisor was most used module by GPs this academic year. • Recent attendance at All-Ireland Colorectal Cancer Conference (Friday 18th Oct 2024). <p>Evidence and Quality (E. O’Toole)</p> <ul style="list-style-type: none"> • Breast radiology oncology guideline to be completed by mid-November. <p>Surgical Oncology, Radiotherapy, CAYA, Clinical Programmes (F. Bonas)</p> <ul style="list-style-type: none"> • Recent attendance at NPRO meeting. • Abstract of Artificial Intelligence (AI) report has been submitted to ASTRO for consideration. • Upcoming AI technical meeting – mid-November. • Attendance at meeting to discuss national guidance for breast rapid access clinics. <p>Nursing (T. Hanan)</p> <ul style="list-style-type: none"> • Launch of NCCP Nursing eBulletin mid-October. <p>NCIS (N. Newcombe)</p> <ul style="list-style-type: none"> • University Hospital Waterford to go live early November. • Naas Hospital go live date has been postponed until mid-December 2024. • Site visit to Wexford planned for mid-November. • The SVUH award for quality improvement was recently given to the SVUH NCIS implementation team. <p>Systemic Therapy Programme (STP) and Molecular (C. Meaney)</p> <ul style="list-style-type: none"> • NCCP Medical Oncology Annual meeting – October 11th. • ██████ disruption is ongoing. ██████ have reported that capacity is improving weekly. Regular meetings are being held regarding management of disruption. • Irish Institute of Pharmacy (IIOF) Cancer Care Hub - was launched on World Pharmacist Day 25th September. Update will be provided at IMF November meeting. • Worldwide shortage of Pegasys® - mitigation measures are being worked on. <p>Survivorship (L. Mullen)</p> <ul style="list-style-type: none"> • Survivorship quarterly update will be circulated to IMF. • Recent attendance at public patient involvement conference. • Recent attendance at Marie Keating metastatic breast cancer day. <p>Cancer Intelligence (CI) (T. Holohan and R. Conway)</p> <ul style="list-style-type: none"> • Further discussion required on draft policy on KPI measurement and performance improvement. 	
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	<ul style="list-style-type: none"> Discussions ongoing regarding CI plan. <p>Business & Planning (P. Cafferty)</p> <ul style="list-style-type: none"> Annual CARP process is due to commence at end of October. <p>ND Office (C. Mellett)</p> <ul style="list-style-type: none"> Fertility Preservation – HIQA have published their summary of international publicly-funded fertility preservation services, which was commissioned by the CMO. Fertility preservation for cancer patients is an element of this. 	
7)	<p>AOB</p> <p>Further discussion required on the following:</p> <ol style="list-style-type: none"> Tumour Conference SOP, including appropriate listing of patients to ensure consistency of care planning. CAYA Tumour Conference and NCIS. 	<p>1.All</p> <p>2.F. Bonas/N. Newcombe</p>
	Next IMF meeting: Tuesday 5th November 2024 at 10.30, NCCP Office	

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 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	<p>NCS Chapter 11</p> <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	<p>Health Regions – AND Responsibilities</p> <ul style="list-style-type: none"> R. Ó Laoide outline role and purpose for feedback. 	<i>R. Ó Laoide</i>	Autumn 2024
4)	08/10/24	<p>NSP 2025</p> <ul style="list-style-type: none"> Meetings to be arranged with IMF members to discuss 	P. Cafferty	
5)	08/10/24	MOU with Regions	P. Cafferty	

		<ul style="list-style-type: none"> Update will be provided at future meeting 		
6)	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	
7)	22/10/24	EU Projects – CCI4EU <ul style="list-style-type: none"> IMF members to identify sessions to attend. 	All	
8)	24/09/24	CIT Immunotherapy pilot project Letter to be drafted with inputs from NCCP Nursing and SACT teams.	P. Cafferty	

Actions completed since previous meeting

No.	Date	Details of action	Responsible	Status
1)	16/07/24	NCCP generic information mailbox <ul style="list-style-type: none"> P. Cafferty to review process for managing emails. 	P. Cafferty	
2)	24/09/24	Radioligand Therapy <ul style="list-style-type: none"> Meeting to be arranged to discuss 	F. Bonas/P. Heckmann/R. Ó Laoide	