

REGIONAL CANCER CLINICAL LEADS GROUP (RCCLG)



TERMS OF REFERENCE

Role / Purpose

The RCCLG will work across the west of Scotland in conjunction with regional, national and international bodies to:

- Ensure the development of best practice in the prevention and management of cancers in accordance with Beating Cancer: Ambition and Action, Scottish Intercollegiate Guidelines Network guidance, NHS Healthcare Improvement Scotland standards, Quality Performance Indicators (QPIs) and any other relevant recommendations.
- Promote equity of access to cancer treatment and care across the region.
- Facilitate a coordinated and collaborative approach to the planning and delivery of safe, clinically and cost effective cancer care to patients in the west of Scotland.

Objectives

- To drive innovation, and inform/shape new models of cancer care.
- To act as a forum for discussion of current and proposed new treatments and services, including their efficacy, effectiveness and resource implications.
- To promote consistency in the application of, and equitable patient access to, current evidence-based best practice.
- To consider QPI findings and provide assurance to the West of Scotland Regional Cancer Advisory Group (RCAG) that appropriate action plans are in place to address issues identified and that actions are being progressed.
- To provide advice and make recommendations to the RCAG, West of Scotland Health and Social Care Delivery Plan Programme Board, NHS Boards and Managers on all aspects of cancer care including, for example:
 - Prevention and early detection
 - Access
 - Treatment
 - Care after treatment
 - Research and development
- To influence and inform a regional/population approach to the development, planning and delivery of cancer care across the west of Scotland.
- To identify issues that could be effectively advanced regionally and/or nationally.
- To develop, agree and monitor progress of an annual regional cancer network work plan.
- To ensure clinical recommendations are communicated to appropriate groups and are acted upon accordingly.

Responsibilities of Individual Group Members

- Each member will be responsible for ensuring s/he reflects the views of their NHS Board, Network or regional sub-group at meetings.
- Each member will be responsible for timely communication between their Health Board, Network or regional sub-group and this group.
- Each member will actively contribute to the work of this group.

- Each member will identify a nominated deputy to attend meetings that they are unable to attend, ensuring representation from relevant Boards, Networks or regional sub-groups at all meetings.

Membership

Regional Lead Cancer Clinician, West of Scotland Cancer Network (Chair)
 Regional Manager (Cancer), West of Scotland Cancer Network
 Regional Managed Clinical Network (MCN) Lead Clinicians
 Regional MCN Leads for National Networks
 2 Representatives from each of the 4 west of Scotland Health Board areas – x1 Management (Cancer Manager/Assistant General Manager/Clinical Services Manager level), x1 Clinical (Associate Medical Director/Clinical Director/Local Lead Cancer Clinician level)
 Clinical Lead West of Scotland Primary Care Cancer Network
 Chair of West of Scotland Cancer Nurses Group
 Regional Cancer Care Pharmacist
 Regional Clinical Lead Cancer Genetics
 Clinical Psychology Representative
 Regional Clinical Lead Paediatrics
 Regional Clinical Lead Pathology
 3rd Sector Representative
 Quality and Service Improvement Manager, West of Scotland Cancer Network
 Information Manager, West of Scotland Cancer Network
 eHealth Programme Manager, West of Scotland Cancer Network

Authority and Accountability

To receive recommendations from constituent MCNs, specialty groups/Networks, and work-streams.
 To commission further work required to support recommendations/work-streams.
 To agree a clinical consensus view on key issues.
 To make recommendations to the RCAG.
 To report to the RCAG.

Relationships

West of Scotland:

RCAG
 West of Scotland Health and Social Care Delivery Plan Programme Board
 Health Board Cancer Groups
 MCN Advisory Boards
 Speciality Networks
 RCAG Sub-Groups

National:

Scottish Government Health Department (SGHD)
 South East Scotland Cancer Network (SCAN)
 North of Scotland Cancer Network (NOSCAN)
 Healthcare Improvement Scotland
 NHS Education for Scotland (NES)
 Royal Colleges

Meetings and Reporting Arrangements

- Meetings are held quarterly.
- Additional meetings may be convened to consider urgent issues.
- Records will be kept of action points, decisions and advice of the group.
- A minimum of 30% attendance is required for the group to be quorate.
- The group may form short life working groups to address specific issues.
- The group will report to the RCAG through the Chair of the group.