

## West of Scotland Cancer Network

### Head and Neck Cancer MCN Work Plan 2023/24

	Actions Required	Lead	Due Date
<b>1. Continue to engage with the Regional MDT Improvement Programme to optimise operational efficiency and effectiveness of the MDT</b>			
1.1	Agree actions arising from the MDT-FIT QA process and engage with local MDTs to deliver against these.	MCN&I Manager MCN Clinical Lead Local MDT Lead MDT Members	Ongoing
1.2	Continue to work with MDT Programme Board and eHealth colleagues to finalise the head and neck MDT system ready for regional implementation.	MCN&I Manager MCN Clinical Lead Local MDT Lead MDT Members	Jun 23
1.3	Monitor the ongoing running of the 2 regional head and neck MDTs following implementation of the new MDT system and provide regular feedback to eHealth colleagues.	MCN&I Manager MCN Clinical Lead Local MDT Lead	Ongoing
<b>2. Develop and implement National Optimal Head &amp; Neck Cancer Pathway</b>			
2.1	Identify regional clinicians to participate in national work.	MCN&I Manager MCN Clinical Lead	Apr 23
2.2	Undertake preparatory regional analysis of diagnostic pathway, benchmarking Board performance and identifying areas for improvement using data available.	MCN Clinical Lead MCN&I Manager Information Manager	Apr 23
2.3	Multi-professional input to national workstreams.	H&N Cancer MCN	tbc
2.4	Prioritised areas for investment identified to inform funding bids, should funding become available.	Board Managers Project and Planning Manager	tbc
<b>3. Support the delivery of a regional Trans Oral Robotic Surgery (TORS) service for head and neck cancer patients in WoS</b>			
3.1	Prepare and present a business case for regional access to robotic surgery for head and neck cancer.	MCN Clinical Lead MCN&I Manager Finance Dept, NHSGGC	May 23
3.2	Subject to review and approval, define and agree clinical criteria and patient pathways to allow equitable access throughout the region to TORS service.	MCN Clinical Lead MCN&I Manager Advisory Board	Aug 23

	<b>Actions Required</b>	<b>Lead</b>	<b>Due Date</b>
3.3	Support regional implementation.	MCN Clinical Lead MCN&I Manager Advisory Board	Sep 23
<b>4. Develop and maintain regional/national clinical guidelines to optimise patient care</b>			
4.1	Co-ordinate the development/review of clinical guidelines in line with WoSCAN SOP CMGs: <ul style="list-style-type: none"> <li>Nasopharyngeal Cancer</li> <li>Oral Cavity Cancer</li> <li>Oropharyngeal Cancer</li> <li>Sinonasal Cancer</li> <li>Laryngeal Cancer</li> </ul> CGDs: <ul style="list-style-type: none"> <li>Head and Neck Cancer Regional Follow-up Guideline</li> </ul>	MCN Clinical Lead MCN&I Manager Advisory Board MCN Clinicians	Jun 23 Jun 23 Jun 23 Jun 23 Jun 23  Jun 23
4.2	Consider expansion of the CMG portfolio to include guidance on hypopharyngeal and salivary gland cancers and head and neck cancers of unknown primary.	MCN Clinical Lead MCN&I Manager Advisory Board MCN Clinicians	TBC
<b>5. Maintain regional service configuration map for head and neck cancer</b>			
5.1	Update activity data.	MCN&I Manager Information Analyst	April 23
5.2	Refresh as per any changes in configuration.	MCN Clinical Lead MCN&I Manager	Mar 24
<b>6. Deliver national Head and Neck Cancer education event which facilitates review of clinical audit data, as required, and promotes shared learning of current best practice and innovation</b>			
6.1	Develop a focused programme for the event, addressing relevant key issues.	MCN Clinical Lead MCN&I Manager	Jun 23
6.2	Establish data requirements for the event, and identify any arising from the event. <ul style="list-style-type: none"> <li>Liaise with information team regards audit presentation requirements</li> <li>Liaise with information team if any further audit opportunities identified</li> <li>Ensure appropriate data sharing agreements issued, completed, agreed and passed to Information Team</li> </ul>	MCN Clinical Lead MCN&I Manager Information Team	Jun 23
6.3	Develop action plans arising from event and monitor progress of agreed actions.	MCN Clinical Lead	Dec 23

	<b>Actions Required</b>	<b>Lead</b>	<b>Due Date</b>
	<ul style="list-style-type: none"> <li>Record actions arising from discussion at event</li> <li>Develop action plans of same</li> <li>Issue action plans as appropriate</li> <li>Monitor progress of actions recorded</li> </ul>	MCN&I Manager	
<b>7.</b>	<b>Use clinical data to drive improvement in quality of care and outcomes</b>		
7.1	Review QPI audit findings to identify variation in practice and highlight exceptions. <ul style="list-style-type: none"> <li>Performance Summary Returns Assessed</li> <li>RCOG exception report produced</li> <li>Governance review and Interrogation of QPI exceptions</li> <li>Agreement of actions for inclusion in annual audit reports</li> <li>Input to the production of Annual Audit Report</li> </ul>	MCN Clinical Lead MCN&I Manager Information Manager Information Analyst	Nov 23
7.2	Identify requirements for further data analysis to aid understanding of variance, and develop action/improvement plan.	MCN Clinical Lead MCN&I Manager MCN Clinicians Information Analyst	Dec 23
7.3	Monitor and ensure progress with regional and local board action/improvement plans. <ul style="list-style-type: none"> <li>Conclusion of actions from QPI Exception Report</li> </ul>	MCN Clinical Lead/ MCN&I Manager/ Board Clinical Effectiveness Leads	Mar 24
7.4	Contribute to the national Head and Neck QPI formal review process, ensuring appropriate engagement across all specialties. <ul style="list-style-type: none"> <li>Engage with wide MCN for feedback on potential changes to existing QPIs and suggestions for new QPIs</li> <li>Review MCN feedback and consider refinements</li> <li>Engage with Head and Neck Clinical Leads in SCAN and NCA in advance of review meeting regarding any proposed changes</li> </ul>	MCN Clinical Lead MCN Manager Advisory Board	Sep 23  Oct 23  Dec 23
<b>8.</b>	<b>Utilise the findings of the survival analysis to understand local, regional and national differences and ensure consistency in outcomes and treatment approach</b>		
8.1	Understand reasons for survival differences and identify opportunities for standardisation of practice and service improvement.	MCN Clinical Lead MCN&I Manager Information Manager	Oct 23

	<b>Actions Required</b>	<b>Lead</b>	<b>Due Date</b>
8.2	Undertake service development audits in the WoS to understand where areas for improvement exist.	MCN Clinical Lead MCN&I Manager Information Manager	Dec 23
8.3	Review and address audit findings. Develop action plan to implement any necessary changes.	MCN Clinical Lead MCN&I Manager Information Manager	Mar 24
<b>9. Watching brief and development as required on the following work streams</b>			
9.1	Undertake further ENT pathway work and explore the use of digital solutions to streamline the pathway.	Designated Clinical Lead MCN&I Manager	TBC
9.2	Maintain watching brief on the development of a national digital solution for Treatment Summaries, and provide input or support where requested	Designated Clinical Lead MCN&I Manager	TBC
9.3	Maintain watching brief on the roll out of the Regional prehabilitation workstream in line with the actions outlined in the WoSCAN Regional Delivery Plan for Best Preparation for Treatment (Pre-treatment), and provide input or support where requested.	Designated Clinical Lead MCN&I Manager	TBC
9.4	Maintain watching brief on roll out of Regional PROMS workstream in line with the actions outlined in the WoSCAN Regional Delivery Plan for Person Centred Care for All, and provide input or support where requested.	Designated Clinical Lead MCN&I Manager	TBC