

Manchester Cancer Acute Oncology Education Sub-Group

TERMS OF REFERENCE

Acute Oncology (AO) refers to the management of the unexpected care needs of a patient with cancer, including emergency situations and the acutely unwell patient. These relate to acute and sometimes life-threatening complications of cancer treatment especially SACT and Radiotherapy. Other problems are associated with the cancer itself, including oncological emergencies.

Decision making in such situations may be complex with consideration of the individual patient's pathway and prognosis. Since 2012, all acute trusts that receive emergency cancer admissions have an acute oncology service in place to ensure these patients receive prompt and appropriate care.

Purpose

The Acute Oncology Education (AOE) Sub-Group has been set up to ensure that the AO educational needs identified by AO teams throughout the Manchester Cancer area can be raised and appropriately managed.

The aim of the AOE group is to ensure that all AO staff working to support patients in the Manchester Cancer area are, in-turn supported in their learning and development of skills, to further improve upon patient safety, patient quality and efficiency in care. The resources available should therefore help improve staff satisfaction and job retention in AO as well as ensure compliance with current peer review measures for Acute Oncology.

The group will encourage the sharing of good practice between teams, as well as help to highlight available and suitable education opportunities that become available for staff (at all levels) from across the Manchester Cancer area.

Responsibilities

The overarching responsibilities of the Group will include:

- Working with the Manchester Cancer AO Pathway Board to provide AOE Group updates at the pathway board meetings
- Providing recommendation to a range of staff about the types / levels of AO education that is available to them (as per appendix 1)
- Highlight available and appropriate education that would help increase the skills and abilities of the local Acute Oncology teams

- Clarifying the role and responsibilities of this group in relation to the other key projects and work streams under the umbrella of the Manchester Cancer Acute Oncology Pathway Board
- Establishing key milestones and monitor progress
- Identifying any blockages for progress, and identify solutions to address these
- Implementation and monitoring specific AO Education Peer Review measures in Manchester Cancer

Meeting Frequency

It is proposed that the group will meet on a quarterly basis in line with the AO Pathway board meeting.

Accountability and Governance Arrangements

Accountability is through the AOE Chair to the Manchester Cancer AO Group.

Membership

It is proposed that each Hospital within the Manchester Cancer area will identify a core member and a deputy in case they are unable to attend the AOE Meeting

Area	Core Member	Deputy
Chair	Conor Fitzpatrick	Clare de Marco Masetti
Christie NHS Foundation Trust	Paula Hall	Louise Lawrence
Central Manchester NHS Foundation Trust	Dr C Mitchell	Rena Fletcher / Joanne Woolley / Laura Fitzpatrick
Stepping Hill Hospital	Christine Griffiths	Dr C Coyle
Salford Royal Foundation Trust	Vikki Tyrrell	Jennifer Haughton
Tameside Hospital NHS Foundation Trust	Melanie Dadkhah-Taeidy	Dr Shien Chow / Carol Diver
Wrightington, Wigan and Leigh	Ursula McMahon	Barbara Hefferon
Bolton Royal	Clare de Marco Masetti	Vanya Walmsley
Macclesfield General	Anne Allen	-
Pennine Acute Trust	Tracy Wild	Keven White / Dr Amelie Harle
Leighton Hospital	Sophie Lloyd	Sarah Latham
Wythenshawe (South Manchester Hospital)	Jeena Mathew	-

Appendix 1 – AO Educational Level and Requirements

Level	Resource	Staff Groups
Beginner	Acute oncology e-learning / e-lite bite	All staff
Intermediate (staff with an interest / active involvement with oncology patients)	Study day – Education on the background and diagnosis of the key acute oncology emergencies, risk factors, guidance and contact information	Nurses / AHPs and Junior doctors
Advanced	Study days (course / weekend) – Providing advanced information beyond recognising the symptoms of an AO emergency. Direct teaching from clinicians / specialists on the management / medications and potential further problems	A+E teams (doctors / nurses), Acute oncology and ANP's
Formal qualification	Masters accreditation – Level 7 Discussion with current universities providing AO education MSc qualifications	Nurses / AHPs