



# All Wales Systemic Anti-Cancer Therapy (SACT) Group

## Terms of Reference (v2): October 2024

<b>Official Title:</b>	<b>All Wales Systemic Anticancer Therapy (SACT) Group</b>
<b>Purpose &amp; Aim:</b>	The SACT Group has been established by the National Strategic Clinical Network for Cancer (Cancer Network). It aims to provide a strategic lead for national SACT priorities, enabling a coordinated approach for developments such as e-prescribing, SACT datasets, coordination and monitoring of horizon scanning of cancer drugs and accessibility on a once for Wales basis. And the development of clinical guidance and protocols to support HCP across Wales to ensure equality in the delivery of care across Wales
<b>Remit:</b>	<p>The group will ensure priorities and developments for the future of SACT in Wales, such as:</p> <ul style="list-style-type: none"> <li>• Continued development &amp; implementation of the national SACT dataset: Collaborate with clinical and informatics teams within local organisations to support collection of the SACT dataset. Support DHCW to develop a reporting dashboard; facilitating access to the data and providing feedback on what reports would be useful to services.</li> <li>• Involvement with the development of a single instance of e-prescribing: Provide the clinical expertise and professional leadership to drive the aim of a single instance of SACT e prescribing for Wales, ensuring that the proposed solution meets the needs of the service.</li> <li>• Collaborating with AWTTTC to evaluate upcoming NICE-reviewed treatments. This partnership with the SACT Group aims to identify potential implementation challenges and pressures on SACT units, preparation services, histopathology, and genetics labs.</li> <li>• Support and coordination of all Wales initiatives and developments</li> <li>• Determine performance measures</li> <li>• Active engagement with research &amp; national audit</li> </ul>

	<ul style="list-style-type: none"> <li>• Appropriate alignment with UK groups and initiatives</li> </ul> <p>The group will work together to support the services to meet the requirements of the Cancer Network and the priorities of the Cancer Improvement Plan (2023-2026, including person centred care and the information and intelligence programmes.</p>
<b>Group reports to:</b>	Cancer Reference Group (CRG) within the NHS Wales Executive
<b>Communicates with:</b>	<ul style="list-style-type: none"> <li>• The Health Boards/Trusts via their Local and Regional SACT groups</li> <li>• All Wales Acute Oncology Group &amp; Radiotherapy COSC Group</li> <li>• All Wales Genomics Oncology Group (AWGOG)</li> <li>• Cancer Network Cancer Site Groups (CSG's)</li> <li>• Other Cancer Network workstreams, where relevant</li> <li>• All Wales SACT Nurses Forum</li> <li>• All Wales Medicines Management Sub-Group</li> <li>• Medicines Management Horizon Scanning Group</li> <li>• IO Toxicity Group</li> <li>• AWTTCC</li> <li>• Research community</li> <li>• UK forums as appropriate (inc. UK SACT Board, UKONS, British Oncology Pharmacy Association (BOPA) etc)</li> <li>• Pharmacists group CPTS (what does this acronym stand for?)</li> <li>• NHS Wales Executive – Networks and Programmes</li> <li>• Bispecific Task and Finish Group.</li> </ul>
<b>Forum Chair /secretary:</b>	<p><b>Chair:</b> Catherine Bale, SACT Clinical Lead, CN</p> <p><b>Deputy Chair:</b> Rosie Roberts, Lead Nurse for SACT, CN</p> <p><b>Secretary:</b> Secretariat support will be provided via the Cancer Network This will be reviewed every two years.</p>
<b>Membership:</b>	<p><b>Membership</b></p> <ul style="list-style-type: none"> <li>• CN SACT Clinical Lead</li> <li>• CN Lead Nurse for SACT</li> <li>• SACT Lead Pharmacists</li> <li>• Clinical, nursing &amp; pharmacy representative from each Cancer Centre and Health Board / Trust SACT teams</li> <li>• Genomics group representative</li> <li>• Haematology clinical and nursing representation</li> <li>• AWTTCC representative</li> </ul> <p>Optional attendance as dictated by the agenda</p> <ul style="list-style-type: none"> <li>• Wales Cancer Research Centre representative</li> <li>• CN Director</li> <li>• Lead Cancer Nurses from each Health Board / Trust</li> <li>• Digital Health and Care Wales (DHCW)</li> <li>• Cancer Service Managers</li> </ul>

<p><b>Roles &amp; Responsibility</b></p>	<ul style="list-style-type: none"> <li>• Paediatrics and Teenage Young Adults (representation from service)</li> <li>• Patient Experience representative</li> </ul> <p>Members will:</p> <ul style="list-style-type: none"> <li>• Represent their Health Board / Trust &amp; workstream. It is their responsibility to ensure that they have consulted and represented the views of their local groups.</li> <li>• Communicate outcomes from the CN SACT Group to Health Boards / Trust &amp; workstreams</li> <li>• Consult with fellow representatives from their Health Board/Trust to ensure the Health Board / Trust is represented at every meeting</li> <li>• Actively participate in review / discussion of developments / documents.</li> </ul> <p>The Chairperson will:</p> <ul style="list-style-type: none"> <li>• Chair the meetings and ensure the meetings run to time</li> <li>• Provide guidance and ensure the group is working towards its stated goals</li> <li>• Provide inspiration, leadership and motivation</li> <li>• Ensure the focus of the forum is aligned to National Standards and the Cancer Network strategic priorities</li> <li>• Prepare the agenda with the CN secretariat</li> <li>• Ensure any outcomes / decisions made by the group are clearly identified</li> <li>• Represent the group at the UK SACT Board</li> </ul> <p>The CN team will:</p> <ul style="list-style-type: none"> <li>• Ensure the focus of the group is aligned to national standards and the CN strategic priorities</li> <li>• Communicate with and ensure strong links with other CN and NHS Wales Executive Networks and programmes</li> <li>• Provide project management support</li> <li>• Develop and update annual workplans for the group</li> <li>• Support the All Wales SACT Group to undertake the work from the agreed workplans</li> <li>• Provide administrative support for meetings (produce agenda, actions, meeting notes, maintain stakeholder lists, set up meetings etc)</li> </ul>
<p><b>Meeting Frequency:</b></p>	<p>The group will meet at least three times a year. (usually Via Teams to enable for attendance for all Wales)</p> <p>Additional (virtual) meetings may be called as necessary dependant on national developments.</p>
<p><b>Attendance &amp; Quorum</b></p>	<p>Minimum for quorum:</p> <ul style="list-style-type: none"> <li>• 1 representative from each Cancer Centre</li> <li>• 1 each of clinician, nursing and pharmacy representatives</li> <li>• 1 WCN representative</li> </ul>

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<b>Date ToR</b> Version 2:	<b>Next Review Date:</b> October 2026
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