

Meeting:	Head & Neck and Thyroid EAG				
Date:	19 March 2019				
Time:	14:00 –16:00 [H&N] 15:00 –17:00 [Thyroid]				
Venue:	Evolve Business Centre				
HEAD & NECK AGENDA					
2:00	1	INTRODUCTIONS		Lead	Enc
		1.1	Welcome and Apologies	DB	
		1.2	Declaration of Interest	ALL	
		1.3	Minutes of the previous meeting – available – out of date		
	2.	AGENDA ITEMS			
		2.1	Follow up since last meeting <ul style="list-style-type: none"> Use of US guided FNA or Core Biopsy Head and Neck Sarcomas 	DB	
		2.2	Imaging <ul style="list-style-type: none"> Liver in Head and Neck Cancer Patients Network Audit 	SE	
		2.3	Referrals from Dentists for patients with suspected Cancer	KE	
		2.3	Service Updates	ALL	
		2.4	Clinical Governance Issues	ALL	
3:00	3.	JOINT H&N AND THYROID NETWORK UPDATES			
		3.1	Cancer Alliance Update	KE	
		3.2	Routine Laryngoscopy Pre and Post Thyroid Surgery	SA/HC	
		3.3	Aide Memoir	LW	
		3.4	Terms of Reference	ALL	Enc. 1
		3.5	Clinical Guidelines	ALL	
	4	NEXT MEETING			
		4.1	Tuesday 26 November 2019, 2.00 – 5.00pm Evolve Business Centre		
3:55	BREAK				
THYROID AGENDA					
4:00	5	INTRODUCTIONS		Lead	Enc
		5.1	Welcome and Apologies	SN	
		5.2	Declaration of Interest	ALL	
		5.3	Minutes of the previous meeting – available out of date		
	6.	AGENDA ITEMS			

		6.1	Follow up since last meeting <ul style="list-style-type: none"> • Chair and Vice Chair position 	ALL	
		6.2	Service Updates	ALL	
		6.3	Clinical Governance Issues	ALL	
5:00	7.	Close of meeting			