



**Public Minutes of the COMPASS Management Board meeting  
4<sup>th</sup> June 2009 - London**

**Present:** Alison Richardson (AR) (Chair), Dan Stark (DS), Irene Higginson (IH), David Weller (DW), Liz Forbat (LF), Julia Brown (JB), Galina Velikova (GV), Scott Murray (SM), Amanda Ramirez (AJR) Richard Garry (RG), Susie Edwards (SE), Michael Sharpe (MS) (via telephone)

**Apologies:** Michael Bennett (MB), Elizabeth Davies (ED), Matthew Hotopf (MH) Aziz Sheikh (AS), Marie Fallon (MF), Lisa Martin (LM),

**Minutes from the previous meeting:**

The minutes for the previous management board meeting were approved.

**Plans for Masterclasses**

Plans for developing Masterclasses with members of the Wider Collaborative are at an early stage but discussions have taken place.

**Annual Report**

Thanks were recorded to Lou Atkins, Kate Absolom and Lucy Ziegler for their work in developing the draft report. It is hoped that the report will be completed by the beginning of July. It was suggested that the intangible benefits of collaboration such as mentorship support, Masterclasses etc should be stressed, along with the patient benefits of the work of COMPASS. A pictorial graph representing the linkages between various members of the collaborative could also be developed. The report should reference how the work of COMPASS maps onto the Survivorship and End of Life Care Strategies.

**Rapid Review**

The research landscape is rapidly changing and there is a need to articulate what a collaborative provides over and above project funding. The board suggested that the Collaborative:-

- a) Improves the sustainability and quality of research
- b) Retains expertise and momentum
- c) Reduces replication of research
- d) Takes seriously its responsibility to develop the talents of young researchers.

The need for funding, and for the funders to take a long term view of research in this field was highlighted.

**New Executive**

The Board congratulated AR on her new position at Southampton. AR will not continue her role as Corresponding Applicant but will retain her position on the board. The board invited IH to replace AR as Corresponding Applicant with MS subject to approval from the funders. IH was happy to accept. The executive will now consist of: IH from KCL, GV from Leeds, MS (corresponding applicant) plus a representative from Edinburgh tbc. Once the Edinburgh representative has been decided a new Chair will be elected from the members of the executive. IH expressed it was probably not reasonable for her to stand for Chair as she was fulfilling both a corresponding applicant role and centre lead role.

**Paper on Mentoring**

The paper on the mentoring was presented to the board and accepted. It will be important to be clear where mentorship ends and supervision begins.

**Post Doctorate and Statistician Reports**

See appendix for reports

**Changes in personnel/Budgets**

**Leeds**

The 60% FTE Post-doctoral fellow working on Strand Two has moved to the Leeds Psycho-Oncology Group. The position was advertised but received no applications so will be re-advertised. The Strand One Leeds Post-doctoral Fellow now works school term time.

**KCL**

CRUK staff have been helping with COMPASS work and have been reimbursed accordingly.



The hours for the admin post will be increased slightly.

#### **Edinburgh**

The Strand Two/Three Post-doctoral Fellow, currently on maternity leave, has accepted a position as a Trial Manager. A replacement is being sought – in the first instance an SPR. The fact that the post docs are moving on and developing their careers should be seen as a positive for COMPASS as it proves the collaborative is developing researchers' careers.

#### **Non-staff Costs**

The under spend on the IT budget is less than previously estimated but it will be approximately £8500. This will be confirmed and the under spent amount will be transferred for the ASM in 2010/11

#### **User Involvement**

The UI update paper was presented. Plans for the Consumer Research panel are well underway, and the board were thanked for their help in developing this.

#### **AOB**

The next Management Board Meeting is on September 10<sup>th</sup> in Edinburgh, to be followed in the afternoon by a Strand 2 scientific session.

The board were reminded of the upcoming Delphi exercise and asked to support it.



## Appendix: COMPASS Post-doctoral Research Fellow & Statistician reports

**Name:** Kate Absolom

**Period covered by report:** January 2009-May 2009

**Date report submitted:** 27<sup>th</sup> May 2009

### Objectives at start of this reporting period (as written in the last progress report):

- Complete QSS-2 interviews at all participating centres and analyse data to determine feasibility of national survey of health care professionals
- Write up QSS-2 data and liaise with Laura Hodges on combining findings with similar data from Edinburgh medical student project
- Examine feasibility of qualitative analysis of POG consultation transcripts with focus on the routine management/detection of emotional distress
- Continue regular meeting with fellows in London/Edinburgh- along with attendance at COMPASS scientific meetings/conferences
- Continue involvement with QuEST-T research (including the development of the oncologist training package and participant recruitment to an observation phase where current clinical practice will be observed prior to the delivery of doctor training)

### Description of progress (confine to no more than 250 words):

- 20 interviews have now been conducted with cancer professionals from across the Yorkshire region (8 oncologists, 4 surgeons, 6 clinical nurse specialists and 2 ward sisters)
- The recruitment strategy has caused some difficulties in the accrual of ward based nursing staff to the study. Issues surrounding confidentiality prevented the generation of lists of eligible staff at each centre from which we could then randomly select individuals to approach. We have had to rely on lead cancer nurses/matrons distributing the study invite to staff but participant accrual via this method has been low. We hope to interview around 3 more ward based nursing staff before closing the study
- Analysis of the completed interviews is well underway. All interviews have been transcribed and the majority are now indexed and data transferred to thematic charts in line with framework analysis
- Good links with the COMPASS fellows across the three centres has continued with regular contact via email and video conferencing

### Training

- Microsoft Access workshop, February 2009, University of Leeds
- Data protection and GCP training, April 2009, University of Leeds

### Conference/meeting attendance

- COMPASS Strand 3 Scientific meeting, January 2009, London
- British Psychological Society Annual Conference, April 2009, Brighton

### Objectives for next reporting period (6 months):

- I have now moved to a full time post within the Psychosocial Oncology and Clinical Practice Research Group. This role is part of the QuEST-T research strand within the CRUK programme grant working on the development and assessment of a training package for oncologists on the use of health related quality of life measures in routine practice
- Until a replacement for my COMPASS position is appointed I will complete the remaining nurse interviews/analysis and aim to put together a manuscript for publication
- Preliminary findings of QSS2 interview study to be presented at the COMPASS Annual Scientific Meeting in June 2009

### Conferences

- COMPASS Annual Scientific Meeting, June 2009, London



**Name:** Louise Atkins

**Period covered by report:** 16 Jan 09 – 27 May 09

**Date report submitted:** 27 May 2009

**Objectives at start of this reporting period (as written in the last progress report):**

1. Systematic reviews:
  - Mental health of doctors, nurses and allied health professionals  
Completed by end June 2009
  - Effectiveness of training non-mental health professionals to deliver psychological interventions  
Completed by end 2009
2. Quality assurance of complex interventions  
Submission to a high impact journal (i.e. BMJ) by February 2009
3. Qualitative study of the impact of complaints on hospital doctors  
Completion of data analysis, write up and submission of paper by end March 2009

**Description of progress (confine to no more than 250 words):**

1. Systematic reviews: As part of our aim to develop systematic reviews as an area of expertise within the collaborative, there are currently two on the Strand 3 radar:
  - Prevalence and Predictors of Poor Mental Health in Doctors, Nurses and AHPs  
A staged approach has been taken to determine firstly the prevalence of poor mental health in these populations before determining the risk factors. To date >10,000 titles and abstracts been screened resulting in 398 potentially eligible studies which are currently being quality assessed. A first full draft of the review is planned for end June 2009.
  - Effectiveness of training non-mental health professionals to deliver psychological interventions  
A proposal has been written and work on this review will form the focus of the next reporting period. As outlined in the previous progress report, the aim is that this review will lead to the development of primary research (in collaboration with Edinburgh) in testing models of training and supervision for non-mental health professionals to deliver psychological interventions in order to determine what the core elements are.
2. Quality assurance of complex interventions: This is a non-systematic review of published and unpublished literature of how complex interventions using psychological techniques have been quality assured. In gathering this information, a working framework for how to report quality assurance has been proposed. An advanced draft of this paper will be circulated to other authors for comment early in the next reporting period.
3. Qualitative study of the impact of complaints on hospital doctors: Data analysis was completed earlier this year. A complete draft will be produced early in the next reporting period with a view to submitting to Journal of the Royal Society of Medicine.
4. Strand 3 Scientific Session  
As described in the last progress report, I organised the agenda and speakers for the Strand 3 Scientific Session in January; the theme was 'Quality Assurance of Complex Interventions that include Psychological Techniques.' I presented published and unpublished data gathered as part of the quality assurance paper described above.

**Objectives for next reporting period (6 months):**

1. Review of quality assurance of complex interventions: submission as an analysis paper to BMJ in July/August 2009
2. Qualitative study of the impact of complaints on hospital doctors: complete write up and submission of paper to Journal of the Royal Society of Medicine within the next reporting period
3. Systematic review of the mental health of doctors, nurses and allied health professionals: completed by end June 2009
4. Systematic review to determine the effectiveness of training non-mental health professionals to deliver psychological interventions: completed by end 2009
5. Contribute to the development of quality assurance strategies for a radiographer-delivered psycho-educational intervention to promote early presentation in older women with breast cancer



**Name:** Annet Kleiboer

**Period covered by report:** January 2009- May 2009

**Date report submitted:** 27<sup>th</sup> May 2009

**Objectives at start of this reporting period (as written in the last progress report):**

Training

- Continue organising and attending Edinburgh Master Classes, and local research seminars and receive training in user-involvement

Collaboration communication

- Continue working together with S2 collaborators, collaborators in Leeds on the review and IT goals, the Edinburgh Compass group and other post-docs.

Research

- Catch up with the thematic review on psychological distress and finalise results.
- Involvement in Edinburgh Symptom Monitoring System (SMS) to meet IT goals is ongoing.
- The IVR system will be implemented and evaluated.
- Submit work on patient's views on different methods for symptom assessment (especially those that include technology) for publication, journal to be determined.
- Submit paper on concerns of cancer patients to 'psycho-oncology'
- Obtain ethical approval for the natural history of distress study and commence data collection.

**Description of progress (confine to no more than 250 words):**

Training

- One Masterclass was organised (Rafael Perera 'Reporting complex interventions').
- Training in user-involvement is ongoing and a seminar on the topic was attended. The post-docs have proposed a plan on how to involve users in the Compass strands work and we are looking at ways to involve users in our distress study
- Local research seminars are ongoing.

Collaboration communication

- S2/S3 meetings have continued and are planned for the coming year. Compass post-docs meet frequently and collaboration with Leeds on the review is ongoing.

Research

- We revisited the aims of the thematic review on psychological distress and the work will be finished this summer.
- The IVR system has been implemented, evaluation of the system is ongoing.
- Work on patient's views on different methods of symptom assessment is finished and will be submitted this summer.
- The paper on concerns of cancer patients with MDD is finished and will be submitted within the next few weeks.
- Ethical approval for the natural history of distress study has been obtained, recruitment will start on June 1<sup>st</sup>.

**Objectives for next reporting period (6 months):**

Training

- Several Masterclasses have been planned for the coming year, local research seminars will be attended and user-involvement training will continue.

Collaboration communication

- Continue working together with S2 collaborators, collaborators in Leeds on the review, the Edinburgh Compass group and other post-docs.

Research

- Data collection for the persistence of distress study will be ongoing.
- The study determining the feasibility and acceptability of the IVR system will be ongoing.
- The thematic review on psychological distress will be finalised this summer.



**Name:** Gao Wei

**Period covered by report:** 16 Jan 2009-26 May 2009

**Date report submitted:** 27 May 2009

**Objectives at start of this reporting period (as written in the last progress report):**

- See current drafts and submitted papers through to next steps towards publication, making revising and submitted papers/revising as appropriate;
- Shared GHQ data analysis: continue the clinical aspect analysis, interpreting findings and writing up for publications; proceed to analyze data focusing on methodological comparisons;
- Pooled Zarit data analysis: See current drafts and submitted papers through to next steps towards publication, making revising and submitted papers/revising as appropriate; ;
- Analysis of day care data: making revising and submitted papers/revising as appropriate;
- Identify other potential opportunities for data analysis of measures and outcomes, contributing to COMPASS collaborative and Strand I objectives;
- Familiarize and update relevant statistical methodologies (eg. missing data and longitudinal data analysis) in the areas of palliative care and cancer studies;
- Contribute to conference calls and collaborative activities.
- Drafts and submissions underway.

**Description of progress (confine to no more than 250 words):**

- Shared GHQ data analysis: we've used codes from earlier shared data analysis to clean and pool data; a pooled dataset has been created by combining datasets from three healthcare settings; we've finished the clinical aspect analysis and produced a substantial draft; we are now waiting for the comments from collaborative; the protocol for the methodological comparative analysis has been nearly finalized and we've started descriptive analysis;
- Pooled Zarit data analysis: we've submitted a revised version based on reviewers' comments for the short-forms of ZBI manuscript, this paper has been provisionally accepted for publication; we've refined the full-scale ZBI analysis and the draft manuscript is being reviewed by investigators;
- Day care data analysis: we've submitted the manuscript and it is now under reviewing;
- Through exploring the opportunities of secondary data analysis to develop/establish more wider collaborations with internal and external researchers (Strand I researchers, COMPASS statisticians) through participating regular teleconference, seminar, scientific meetings etc.;
- Updates and conference calls ongoing.

**Objectives for next reporting period:**

- Shared GHQ data analysis: refining the analysis, finalizing the clinical aspect draft and prepare submission to peer-reviewed journal; proceed to analyze data focusing on methodological comparisons;
- Pooled Zarit data analysis: See current drafts and submitted papers through to next steps towards publication, making revising and submitted papers/revising as appropriate;
- Exploring more opportunities from existing data resources; identify other potential opportunities for data analysis of measures and outcomes, contributing to COMPASS collaborative and Strand I objectives;
- Familiarize and update relevant statistical methodologies (eg. missing data and longitudinal data analysis) in the areas of palliative care and cancer studies;
- Contribute to conference calls and collaborative activities.

**Statistician Update**

**Name:** Julia Brown

Bimonthly teleconferences continue which include discussion of current statistical issues and any current Compass research issues. JB has been involved in planning the ASM 2009 and the abstract selection process. She will lead a meet the expert session at the conference.



**Name:** Lucy Ziegler

**Period covered by report:** January – June 09

**Date report submitted:** 21 May 2009

**Objectives at start of this reporting period (as written in the last progress report):**

- Submit review paper for publication by February 09
- Continue EPCRC collaborations
- Delphi study; Stage 1 to be completed by May 2009, Stage 2 by July 2009
- Prepare 2<sup>nd</sup> review paper for publication (reporting data by disease site)

**Description of progress (confine to no more than 250 words):**

- First systematic review paper written. Awaiting response from The Journal of Clinical Oncology regarding whether it has passed a preliminary review process.
- EPCRC collaborations actively continue. Systematic review presented in the EPCRC session alongside presentations by their depression workgroup at the EAPC Congress, Vienna May 2009.
- Delphi study stage 1: Steering group established (March 2009) and recruitment underway. Forty one experts identified (April 2009) with relevant expertise and letter of invitation to participate written. Decision made to pilot questionnaire system prior to distributing letters of invitation and information packs. All supporting documents (appraisal criteria definitions and questionnaire information packs) prepared.
- Focus group planned for June 11<sup>th</sup> 2009 to gain user perspectives on measures.
- Stage 2 of Delphi study will be run alongside scientific session in Edinburgh in September.
- Second paper from systematic review under preparation for submission to Journal of Psycho-oncology.

**Outputs**

- Measuring psychological distress: A systematic review of self-report measure performance at key stages of the cancer illness trajectory. Ziegler, L Hill, K Neilly, Hill K, Higginson IJ, Bennett MI, Murray S, Stark, D Under consideration by Journal of Clinical Oncology
- Ziegler L Hill K Stark DA (2009) A systematic review of self-report measures for emotional distress in oncology compared to assessment using standardised clinical interview. PSYCHO-ONCOL 3 18 p322
- 2009 11<sup>th</sup> Congress of the European Association of Palliative Care. Vienna, Austria  
Psychological distress in cancer and palliative care. Views from the UK COMPASS Collaborative. Ziegler, L Hill, K Neilly, Hill K, Higginson IJ, Bennett MI, Murray S, Stark, D

**Objectives for next reporting period:**

- MCS review completed
- Phase one of Delphi study completed
- 2<sup>nd</sup> paper from systematic review submitted for publication
- Summary of first round of Delphi study written