

## LESSON PLAN for the SEA TRAIN THE TRAINER TOOLKIT

<b>Presenters name:</b>		<b>Date:</b>
<b>Session title:</b>	Early Diagnosis of Cancer and SEA	<b>Suggested duration:</b> 2.5 – 3.5 hrs with breaks
<b>Topic:</b>	Quality Improvement using Cancer Significant Event Analysis	
<b>Aims of session:</b>	<ol style="list-style-type: none"> <li>1. Why do a Cancer SEA</li> <li>2. Navigate through the Cancer SEA template</li> <li>3. Quality of reflection in Cancer SEAs</li> <li>4. SEA as a Quality improvement tool to maximise impact and action to effect real change in early diagnosis</li> </ol>	
<b>Delegates will learn:</b>	<ol style="list-style-type: none"> <li>1. To be able to undertake a high quality Cancer SEA</li> <li>2. To identify themes for action</li> <li>3. To establish a continuum in-practice SEA system</li> <li>4. To recognise the importance of proactive safety-netting (optional)</li> <li>5. To use clinical decision support tools for earlier diagnosis (optional)</li> </ol>	
<b>Assumed prior knowledge:</b>	<ol style="list-style-type: none"> <li>1. SEAs as a quality improvement tool in primary care</li> </ol>	
<b>Resources:</b>	PPT presentation; flipcharts and pens; post-it notes (multiple colours)	

Session running order/segments			
Time	Content	Activity notes	Resources
1.	Introduction: Why is cancer a priority in your CCG?	This is where the context of early diagnosis is set for the GPs in your CCG. You can share the latest cancer data in particular emergency presentation rates, access to diagnostics, suspected cancer referral conversion rates and cancer detection rates with comparisons to the national mean.	PPT slides 5-9, Agenda
2.	Why do a Cancer SEA?	Here you can engage the audience and find out who has already completed a Cancer SEA and the learnings identified with examples of how this improved practice. This may serve as an ice breaker. Here you can explain the context of SEAs and how Cancer specific SEAs improve early diagnosis.	PPT 10-16
3.	30 – 45 mins What is a high quality Cancer SEA	You can play the video of how to do a high quality Cancer SEA and show the template and prompt questions which encourage GPs and practice teams to complete and share SEAs that show good practice and quality improvement	PPT 17-30; SEA template video
4.	Themes	Showcase the list of themes that have been generated from Cancer SEAs and encourage the audience to share their own experiences of themes.  If there are shared themes across clusters of practices or Trusts the CCG may be able to escalate these and offer a CCG-wide approach to addressing issues that affect early diagnosis. An example includes GPs who do not have direct access to diagnostics as recommended by NICE NG12. A CCG may be able to directly negotiate	PPT 31

			contracts with Trusts to maximise GP access	
5.		Action & Impact	Showcase the list of suggested actions a practices may take to address themes or issues identified within a Cancer SEA.	PPT 32
6	1 hour	Workshop	This is the small group workshop section of the learning event. Please divide the attendees into small groups and advise each group to nominate a spokesperson for the plenary. Use the workshop briefs to instruct the GPs	PPT 33, workshop brief, example SEAs, flipchart, post-it notes
8	15 – 25 mins	Plenary & Resources	Conduct a plenary to allow feedback to all attendees and to answer queries. Signpost GPs to the toolkit and Resources	PPT 34 – 36, feedback form