

TEMPLATE: APPROVAL TO PROCEED WITH BUSINESS CASE

HOW TO USE THIS RESOURCE

This template has been produced to provide a rough guide on how to build and structure a business case for a Lung Cancer Navigator/Coordinator. Trusts/healthcare organisations may have their own templates which need to be completed but we hope this template will get users started.

SUBJECT	Proposal to support funding for Cancer Navigator Band 4 within the lung cancer pathway
ACTION REQUIRED	Business case to be approved
AUTHOR	Jo Bloggs
CARE GROUP EXECUTIVE	Bob Smith - Medicine and Emergency centre manager
EXECUTIVE SUMMARY	Discuss the following within the local context: • Number of lung cancer referrals • Expected expansion in referrals in next 5 years • What impact the Navigator will have on the patient experience and the wider support for the LCNS team? Also consider adding something along these lines..... <i>Having a lung cancer diagnosis is a devastating diagnosis. Often patients endure consequences of the disease and its treatment, and it is therefore essential that we progress patients through the lung cancer pathway in an efficient manner and in keeping with national targets. This, within (local hospital area), is currently problematic as diagnostic resources are underfunded and all treatments are delivered by tertiary centres. Often patients wait lengthy times for diagnostics, and this results in delays for the patient.</i>
RECOMMENDATION	The Executive team is asked to approve the progression of the business case.

BACKGROUND/CONTEXT

In this section consider adding the following information:

- Current workforce e.g. LCNS at different bands, admin and secretarial team, all who might be involved with tracking the patient on the lung cancer pathway. Discuss how clinical staff are being taken away from clinical work, which is inefficient and not cost effective.
- Add information about national initiatives or recommendations e.g. Macmillan, LCNUK regarding the importance of employing a Navigator and what this brings to the team, and how it supports the patients.
- Try to find information about how a Navigator can track the patient pathway, reducing delays and improving cancer targets, as well as improving the patient experience.
- Demand/scope: how many patients the service would expect to support.

OPTION 1: DO NOTHING

Discuss here what would happen if the business case was not approved, e.g.

The existing lung team cannot sustain the current level of working to manage their workload and progress patients through the pathway. This in turn will worsen waiting times performance with potential financial penalties and further harm to patients. Income and activity levels will be at risk if we continue not to deliver on national targets. The majority of patients on the urgent suspected cancer (USC) pathway are not diagnosed with lung cancer, and therefore offering an early diagnosis is imperative to their well-being. This is in line with the 28-day Faster Diagnosis Standard (FDS).

Individuals diagnosed with lung cancer are often of a lower socioeconomic status and can have multiple complex needs. Their disease is likely to progress quickly and have a poor prognosis, which can have an enormous psychological impact. They often do not attend appointments because they do not understand the reason for this or may struggle to find transport and its associated costs. Often we are unaware of their reason for non-attendance and, with the support of a Coordinator, we could maximise patient attendance and improve time to diagnosis. This results in reducing unnecessary delays of time to diagnosis and incurring increasing breach data for the Trust.

OPTION 2: APPROVE THE CASE FOR XX LUNG CANCER NAVIGATORS

Discuss here how the approval of the business case would impact the patient pathway, e.g.

This business case seeks approval to appoint a Band 4 Care Navigator to support the lung cancer pathway and patients who are currently moving through it.

There are XX phone calls a day that require information about appointments, travel, etc. These are currently being taken by the lung cancer nursing team. These patients progress quickly through the pathway, and it is the patients who do not make contact that delay their journey and cause the statistical data which demonstrates the poor performance we currently have.

Patients on the wards are not getting the appropriate support. Lung Cancer Navigators/Coordinators should identify patients on wards and work with their LCNS to get initial information regarding specialist investigations and contact details to them. This will ensure each patient has a high level of support and is placed on the correct pathway.

NAVIGATOR RESPONSIBILITIES

In this section, give a broad outline of the job description, roles and responsibilities and key relationships. Include the quality improvement that the Navigator will bring to the service.

FINANCIAL APPRAISAL

Include the following:

- Activity cost-funding required per annum. Hours to be worked, AfC Band, permanent post.
- Income generation if this is appropriate
- Equipment costs (eg, computer, telephone, uniform)