



EONS Advisory Council Meeting MINUTES

Saturday, 28 November 2009
Crowne Plaza Brussels Airport, Diegem, Belgium

Present

Executive Board Members:

Dr. Sultan Kav	President
Prof. Sara Faithfull	Past President
Dr. Ulrika Östlund	Board Secretary
Mrs. Kay Leonard	Treasurer
Dr. Daniel Kelly	Board member
Mrs. Anita Margulies	Board member
Mr. Dimitrios Papageorgiou	Board member
Mrs. Françoise Charnay-Sonnek	Board member
Dr. Clair Watts	Executive Director
Mr. Rudi Briké	Executive Secretary

Advisory Council Members:

Mr. Bernhard Glawogger, AHOP, Austrian Oncology Nursing Society
Mrs. Ingrid Bruyns, SIOP, Belgium Oncology Nursing Society (Wallonia)
Mr. Patrick Crombez, SIOP, Belgium Oncology Nursing Society (Wallonia)
Mrs. Branka Svetec, Croatian Oncology Nursing Society
Mrs. Bozena Kapitaric, Croatian Oncology Nursing Society
Mrs. Brigitte Grube, Danish Oncology Nursing Society
Mr. Bart Jan Bosch, V&Vn Oncologie, Dutch Oncology Nursing Society
Mrs. Rosemarie Jansen, V&Vn Oncologie, Dutch Oncology Nursing Society
Mrs. Kerstin Paradies, KOK, German Oncology Nursing Society
Mr. Dimitrios Papageorgiou, Greek Oncology Nursing Society
Mrs. Frieda Clinton, IANO, Irish Oncology Nursing Society
Mr. Giovanni Cavadini, AIIO, Italian Oncology Nursing Society
Mrs. Danuta Lichosik, AIAO, Italian Oncology Nursing Society
Mrs. Jurgita Gulbinienė, Lithuanian Oncology Nursing Society
Mr. Jorge Freitas, AEOP, Portuguese Oncology Nursing Association
Mrs. Cristina Pires de Lacerda, AEOP, Portuguese Oncology Nursing Association
Mrs. Marjana Bernot, Slovenian Oncology Nursing Society
Mrs. Maria Dolores Fernandez Perez, SEEO, Spanish Oncology Nursing Society
Dr. Lena Sharp, Swedish Oncology Nursing Society
Mrs. Helène Schneck, SONS, Swiss Oncology Nursing Society
Mrs. Sevinc Kutlutürkan, Turkish Oncology Nursing Society
Mrs. Cheryl Vidall, UKONS, UK Oncology Nursing Society

Observer Members:

Dr. Stephen O'Connor, UK

Invited Speaker

Mr Jan Geissler, ECPC

Apologies

Dr. Mary Wells, Executive Board Member
Mrs Christine Berger, Finish Oncology Nursing Society
Mrs. Anu Saag, Estonian Oncology Nursing Society
Mr. Sven D'Haese, VVRO, Belgian Oncology Nursing Society (Flanders)
Mrs. Dusanka Tadic, Serbian Oncology Nursing Society
Mrs. Daniela Simova, Bulgarian Oncology Nursing Society
Mrs. Pascale Dielenseger, AFIC, French Oncology Nursing Society
Mrs. Faith Gibson, SIOP Nurses group

All PowerPoint presentations have been made available on the EONS website.

Item 1 Introduction & Welcome

Dr. Sultan Kav welcomed all participants to the Advisory Council meeting.

Item 2 Minutes of the previous meeting & matters arising

The minutes of the Advisory Council meeting which took place on Saturday 22 November 2008 at the Crowne Plaza Brussels Airport Hotel were approved and signed by Dr. Kav.

Item 3 Past President's report

Prof. Faithfull presented her work up until the end of her Presidency in September. She stressed the importance of EONS being more involved in European policy and regulation development and encouraged members to play an active role in this area. An activity update was given with regard to work delivered by EONS in relation to its CARE strategy. She particularly highlighted the Prostate project, the Breast Cancer and Lung Cancer Curriculum projects.

Prof. Faithfull informed the Council that an updated President's report, detailing her work during her two years in post, was under development and would include a new style layout. The report would be available shortly.

Item 4 Executive Director's report 2009

Dr. Watts presented the Executive Director's Report for 2009. She introduced the new EONS Board and presented a brief overview of current office activities. She informed the Council that a review of office processes was being undertaken.

She reminded the participants of discussions that had taken place during the General Meeting in Berlin relating to the need to slightly amend the EONS Bye laws and Constitution in order to resolve the practical issue of electing the next President. Dr. Watts described progress, explaining that, in accordance with the recommendations of the solicitor, the proposed amendments had been agreed at the EONS Board meeting on Friday 27 November. EONS would now initiate the President-Elect election process. She invited the Advisory Council members to actively participate in the election process.

Dr. Watts presented the budgetary planning 2009-2010. The need to explore a broader range of funding opportunities was stressed as this would ensure greater long term financial stability for the society. With regard to income, Dr. Watts pointed out that project and advertising income from commercial sources would be less in the coming years due to the impact of the financial crisis on the commercial sector. She invited the Advisory Council to put forward suggestions for alternative sources of income.

Due to new charity regulations, EONS would now need to demonstrate 'public benefit' from its activities. All activities would need to actively demonstrate benefit to nurses and patients who represent the EONS public. The Advisory Council were invited to assist EONS in identifying ways to gather the information necessary to demonstrate this public benefit.

Dr. Watts informed the Council that the CARE strategy was due for its regular review and that a dedicated meeting would be held in February 2010 where the Board would undertake the review process.

She presented the re-styled EONS Newsletter and pointed out that the four first issues would be somewhat experimental; exploring new layout styles, article formats and alternative

imagery. She invited the Advisory Council to forward suggestions and ideas for content to the EONS office. The invitation extended also to the provision of suggestions for the EONS website.

With regard to project activities in 2010, Dr. Watts pointed out that there would be the need to reflect on past project successes as well as member needs before selecting projects for the future planning. The Advisory Council was invited to propose project ideas to the Board.

Item 5 President's Strategic Direction: The 2010 Vision

Before presenting the EONS strategy, Dr. Kav informed the participants that fifteen sponsored congress awards would be made available to society members. Each award would be worth 500€ and would provide free congress registration in support of the upcoming EONS 7 Spring Convention, The Hague, The Netherlands. She invited the Advisory Council to provide the names of suitable candidates for these awards.

The Advisory Council members were informed that membership fees had not risen in over 6 years and that the decision had been taken by the Board to make only very small rises in 2010 in recognition of the difficult financial crisis. The Council were informed that they should anticipate further small rises in 2011.

Fees for 2010 would be:

Individual membership:

35€(normal rate)

60€(2 year membership)

25€(Student rate)

National member societies:

Up to 250 members: 360€

Up to 500 members: 540€

Up to 750 members: 720€

Up to and over 1.000 members: 900€

Associate members: 220€

Dr. Kav informed the Council that both a call for nominations and a process for the elections had been drafted for the post of President Elect. These documents would ensure transparency of the process by which the elections were managed. They would be sent out on 3 December 2009, with the deadline for the receipt of completed nomination forms being required to be at the EONS office by 5 January 2010. The voting ballots would be sent to all members by post, with the receipt for completed voting slips being returned to the EONS office of 8 February 2010. Dr Kav invited the Advisory Council members to contact Prof. Faithfull, Past President, if they required more information on the role.

Dr. Kav presented the Strategic direction 2010, outlining the challenges ahead for cancer nursing. She stressed the need to respond to the changing nature of cancer provision and changing skills sets of cancer providers and the need to learn from each other. She informed the participants of the growing importance of remote access e-learning programmes for the career development of cancer nurses.

Item 6 Clinical Awareness (Neutropaenia) Survey

Mrs. Leonard informed the Advisory Council that EONS was conducting a pan-European survey in collaboration with Amgen/PatientView to assess knowledge and current practice in preventing and managing neutropenia/febrile neutropaenia (FN) during chemotherapy treatment and assessing how it affected a patients quality of life. The survey was targeted at nurses in the following European countries: Austria, Belgium, France, Germany, Ireland, Italy, Spain, Sweden and the UK. Mrs. Leonard invited Council to encourage their members to participate in this survey which would be accessible until 13 December 2009 at: <http://www.cancernurse.eu/research/neutropenia.html>

Item 7 Clinical Travel Award

Mrs. Leonard informed the Advisory Council that EONS would be able to offer two clinical travel awards in 2010. These awards would support oncology nurses to gain new clinical experiences by visiting a different cancer centre/unit. Two grants each of 2.500€ would be available. The deadline for applications would be 15 March 2010. Mrs. Leonard invited Council to promote these awards to their members.

Item 8 Portuguese Oncology Nursing Association, AEOP

Mrs. Cristina Pires de Lacerda presented an update on the situation of nursing education in Portugal and promoted Portugal to be the host country for the 2012 Spring Convention.

Item 9 AIIO project, Nurses' knowledge of complementary and alternative therapies

Mr. Giovanni Cavadini presented the background of the study "Italian oncology nurses knowledge of complementary and alternative therapies: a national survey". The results of this Italian study indicated that a further study, extending the project to the European nurses, would be valuable. The objective of the study was to investigate the perception of the European nurses working in the oncological field on the diffusion of alternative / complementary treatments in the clinical practice through a questionnaire. The questionnaire would be available in English and French. Mr. Cavadini invited the Advisory Council members to disseminate the questionnaire to their members and forward the online completed surveys to Italy for analysis. The survey would soon be available both on the AIIO website as well as through a link on the EONS website.

Item 10 ECPC Director, Mr. Jan Geissler

Mr Geissler presented an overview of the work of the European Cancer Patient Coalition, ECPC in his presentation "Cancer patient advocacy: how can patient and nursing groups work together in enhancing services?". He emphasised the need to enhance the strong relationships being forged between patients and nurses in order to achieve the best outcomes for patients, not least in assisting patients to be more adherent to drug regimes. He stated that nurses and patients were natural allies and strong strategic collaborations were essential to enable both to achieve their common goals. He welcomed opportunities for ECPC members to work jointly with EONS nurses on projects.

Item 11 Workshop activity

The summary of the discussions of each work group can be found at Annex 1.

A. How can we enhance and demonstrate stronger partnerships with patients & the wider community. Chair: Prof. Sara Faithfull

B. Closer working between the Advisory Council and the Executive Board: how do we achieve this and what are the benefits? Chair: Mrs. Kay Leonard

C. Better communication tools; how should EONS develop its website & newsletter to better meet members needs? Chair: Dr. Sultan Kav

Item 12 Concluding remarks

Prof. Faithfull expressed her thanks to all participants for their enthusiasm and considerable contribution both during the meeting as well as during the Council dinner. She pointed out that the meeting had proven to be extremely valuable, enabling participants to share expertise and experiences with one another as well as with the EONS Board. Through such engagement, she explained, EONS could better understand members needs and target the delivery of essential services with a more focused approach.

The date for the next meeting was set as Saturday 20 November 2010 at the Crowne Plaza Brussels Airport Hotel.

Signed:

Date:

Annex 1

Workshop A:

How can we enhance and demonstrate stronger partnerships with patients & the wider community. Chair: Prof. Sara Faithfull

Participants:

Marjana Bernot, Slovenia

Rosemarie Jansen, The Netherlands

Cheryl Vidall, UK

Frieda Clinton, Ireland

Lena Sharp, Sweden

Ingrid Bruyns & Patrick Crombez, Belgium (Wallonia).

Discussion started with how various national oncology nursing societies engage in partnerships. Societies had relationships with other nursing and symptom management organisations such as MASCC and EBMT in the development of guidelines or toolkits for example in relation to oral chemotherapy. The benefit of such combined effort was seen as using resources more wisely but helping in dissemination with multidisciplinary partners who may have more power and influence on prescribing practices. It was also a way of prioritising aspects of care.

The Dutch participants described how they had good patient partnership in a variety of levels. This was also the case in the UK at hospital and national level. Cancer nurses also work closely with charities and non-profit organisations in providing links in care and support groups. Highlighted was the role of patient involvement at a national level and cancer voices which is a forum where individuals can share their experiences. In Ireland national community advocate groups were just starting and patient partnerships were in their infancy at a local level. In Sweden there are many patient groups mostly for women with breast cancer. It was raised that there is an increasing shift to include partners and patients within service planning. Participants' from Belgium described that there were many breast cancer support groups but most patients utilised the French sites and information connections for additional informal support. Conferences organised by national societies sometimes have patient forums and representation.

The benefits of engaging with patient forums and in forming partnerships was agreed by the group but had not been considered within their national society as a way of working. Few societies represented in the group actively worked with patient groups or organisations and few had user representation on projects. The rationale and benefits for collaboration between nurses and patient groups was identified and explored by Jan Giesler as the priorities for patients may be different to that of nurses and understanding sometimes the small needs can have a greater impact for patients and families

Ideas for encouraging wider engagement were to improve media and communication skills of individuals with cancer in improving skills in managing communication with clinician's such as checklists and tips for questions. At political level more information on clinical trials and raising awareness of nurses of how much benefit patients get from being part of a trial. This linked into including clinical trials nurses more within EONS.

In conclusion the benefit for working in partnership with patient groups was clearly identified. Priorities for ECPC in collaboration with nurses were in developing practical toolkits for medication management i.e. best practice guides for oral medication and how to enhance adherence. The second priority identified was that of a toolkit for pain management. Despite all the research pain management was still problematic for patients and this was seen as an opportunity area for partnership working in the future.

Workshop B:

Closer working between the Advisory Council and the Executive Board: how do we achieve this and what are the benefits? Chair: Mrs. Kay Leonard

Participants:

Kay Leonard, Ireland
Dimitrios Papageorgiou, Greece
Danuta Lichosik, Italy
Birgitte Grube, Denmark
Dolores Fernandez, Spain

There was an initial discussion about the relationship between the Advisory Council (AC) and Executive Board (EB) / EONS. The group felt there is good communication from Rudi regarding events/news. Many National Societies had an opportunity to work closely with EONS through projects such as, TITAN and target.

The Advisory Council meeting is useful for networking and exchange of opinions but Members attend in their own time and their employers do not value involvement in National Societies/EONS or participating on courses or master classes. The group felt that currently the AC meeting is a passive process where members sit and listen and maybe ask a question. The group enjoyed the presentations today from Italy and Portugal.

Some members thought grants/awards were for under-developed countries and did not know they were eligible to apply.

Another issue for societies is difficulty with translating courses and one society felt that if EONS gave a translation grant then the course should be the property of EONS not the national society and therefore any other member should be able to request the course in that language.

The group identified the following ways that could achieve closer working relationships:

1. National Societies to send EONS email re their annual conference or other events
2. To have three national societies present at the AC about a project/issue relevant to their society
3. To have a forum on the website for chat or to get advice on projects – a discussion platform
4. Invite member of EONS Board to National Societies Conference – if there was a problem with funding suggest joint funding. May be difficult with language barrier
5. National Societies could accredit their annual conference. EONS could provide help for Societies with the accreditation process and how to prepare for it
6. Use EONS to lobby locally for recognition ‘valuing’ cancer nursing
7. Encourage members to apply for grants/awards
8. Many national societies already have a section on EONS news suggest allocating a section in the EONS newsletter for national societies news
9. Presentations at AC like today about cities bidding for Spring Convention/ECCO.

Perceived Benefits

1. National Societies more informed about EONS
2. EONS more informed about National Societies
3. Partnership – WE ARE ALL EONS
4. 2-way communication
5. Accreditation – very important for National Societies who do not have cancer specialization.

Workshop C:

Better Communication tools: How should EONS develop its Website & Newsletter to better meet member's needs? Chair: Dr Sultan Kav

Participants:

Sultan Kav, Turkey
Bernhard Glawogger, Austria
Bart Jan Bosch, The Netherlands
Giovanni Cavadini, Italy
Jorge Freitas, Portugal
Cristina Pires de Lacerda, Portugal
Helène Schneck, Switzerland
Stephen O'Connor, The Netherlands
Clair Watts, EONS
Rudi Briké, EONS

Background

Participants in this workshop were asked to review the new EONS website and comment upon its content and functionality as well as identify their wish list for future website development. They were also invited to share their view of the first edition of the re-designed newsletter and identify further developments that would be valued by EONS members.

Website:

(i) Public web pages

There was a wish to establish a patient collaboration web page to highlight projects and share patient events and news. ECPC/ EONS could establish a project to develop these pages.

It was proposed as valuable to create a web page for each Member Society so that each Society could publicize their activities or news. Societies would ideally be able to update these pages themselves. The technical aspects of this would be explored to look for simple solutions, not requiring members to have any specialised software or high-tec systems. Templates would be in English. The templates would encourage member societies to feature any patient or NGO collaborations that were working at a national level.

A proposal was made to select a few key pages and translate them into multiple languages. The use of flags to represent language used was not welcomed. EONS project coordinators could write a short paragraph as a 'taster' of the work being developed.

A clear choice was made to make the EONS newsletter part of the public homepage and not to place it in a members-only area.

(ii) Development of a Members-only area

There was a clear wish for the building of a members-only section. The area would need to be password protected:

Individual members: use membership number as login code?

Society members: provided with an agreed code which could be used by all members of that society?

Information on the members pages would initially be common to both individual & Society members; tailored pages would follow in later years.

Newsletter:

The group expressed appreciation for the changes to the re-designed and re-developed newsletter, especially the professional 'look'.

The group were informed that the Board had agreed that the definitive version of the newsletter would be .pdf format in the English language to overcome the high production costs of printing and translation. The newsletter would be printed only in conjunction with key EONS congresses (EONS Spring and ECCO-ESMO congresses). The group agreed that they did not anticipate that this would reduce accessibility of the newsletter and would make it more cost-effective.

As the newsletter used professional templates, the cost of creating multiple language versions was expensive: translation: 4.500€, lay-out: 3.000€, printing: 4.000€ Member Societies could request the production of the newsletter in their national language if they could supply the necessary funds for its production. It was agreed that Societies could off-set some of the production costs by translating the texts themselves using medical- and language-competent members. Translation of the 'congress' edition into the language of the host country would be made whenever the host society requested. The cost would be incorporated into the congress budget.

The EONS office would explore ways to enable Member Societies to easily and cost-effectively create their own simplified version of the newsletter in .pdf format through a Word template or web page system.