



**Minutes - EONS Education Working Group,
Face-to-face meeting, Friday 21 April 2017, 09.00 - 16.00 hrs CET
Marriott Courtyard Amsterdam Airport, the Netherlands**

Participating:

Anita Margulies (AM) (co-Chair), Erik van Muilekom (EvM) (co-Chair), Marjana Bernot (MB), Patrick Jahn (PJ), Paula Mitchell (PM), Harald Titzer (HT), Rebecca Verity (RV), Mariska Mooijekind (MM) (Working Groups Manager)

Linked in via Skype for items 8, 9 and 10:

Patricia Fox (PF)

Unable to attend:

Maria Cable (MC), Cristina Correia de Lacerda (CCdeL)

1. Opening and Welcome

AM thanks WG members present for being present and available. MC, CCdeL and PF are unable to attend.

2. Working Group membership changes

- **Resignation Terhi Hautaviita**

Recently Terhi decided to leave the group, for personal reasons. The Education Working Group has accepted her resignation. The group now has one vacancy.

- **New co-Chairs: Rebecca Verity and Erik van Muilekom**

RV will take over the co-chairmanship from AM, as of April 22.

- **Working Group membership list and status**

Many Working Group members started at the same time, which means that their third and final term ends at the same time, in 2019, also. To ensure a smooth transition period the group agrees for three members to leave the group by April 2018 and for the other three members to leave by January 2019. MM will write to the Working Group members to consider this and to indicate if they prefer to leave by April 2018 or by January 2019. MM will review who of the volunteers is active in which Task Group to ensure that not a whole Task Group resigns at the same time.

AM informs the group that she will leave the group by April 2018. She will continue with the ongoing projects and remains willing and available to be contacted for advice or information, any time. Involvement in further projects can be discussed.



3. Report from the EONS Board (15 mins)

- Budget 2017 – 2018
MM informs that group that the Board has agreed for each Working Group to receive a total budget of EUR 15.000,- for the financial year 2017 – 2018. This budget should cover both the Working Group's projects and travel for face-to-face meetings.
- **Staffing news**
Clair Watts is no longer working for EONS. Over the past months the three EONS Presidents, Rudi Briké and MM has held "business meetings" to ensure ongoing business was being dealt with. Recently a job description for a COO role has been prepared and will be advertised soon. Kate Griffin has also left the organisation and Helen Oswald has now the EONS Communications Manager. In that role Helen takes care of website, Newsletter, Facebook and the Magazine. Recently the Presidents were informed that Loureen Pierce, the EONS bookkeeper will be leaving the organisation also. A new book keeper will be sought.
Furthermore the funding as received from ECCO in the past will discontinue as of 2018, which means a major budgetary change for EONS.
- **Young Cancer Nurse**
Sara Torcato Parreira has been selected to be the Young Cancer Nurse representative on the EONS Board. This is a non-voting role, initiated by Paul Trevatt, EONS Board Member. Sara is very much engaged and active and is expected to articulate a vision for the Young Cancer Nurses network. She will attend the May Board Meeting.
- **Short update - ReCaN**
As part of phase I of the project the Research Working Group currently has a writing retreat at the same location, at the same in Amsterdam. They are preparing two papers.
The second phase will start in 2017 and will embrace case studies in four countries, 2 more developed: the Netherlands and the United Kingdom and 2 lesser developed: Germany and Estonia.
Phase 1 was mostly carried out by the Research Working Group, phase II will be carried out by all four CARE Working Groups. A Committee will be formed with Working Groups' representatives and a hired researcher. Phase III will mainly be carried by the Advocacy Working Group.

4. ECCO Report

Congress - facts and impressions

General update and 2018 planning

For EONS the 2017 Amsterdam ECCO congress was a successful one.



The Society Day was well attended and a good number of nurses registered for the meeting. Unfortunately the congress in general did not meet the expectations, neither in number of participants nor the financial aspects. There are evaluations to why this occurred and the format of the meeting is being reconsidered.

For 2018 ECCO is planning to organise a multidisciplinary congress, focused on oncology.

5. EONS Leadership event and Advisory Council Meeting

The 2017 Advisory Council Meeting and General Meeting will be held on 19-20 November 2017, in Ede, The Netherlands, in combination with a Leadership Summit. These meetings will be with collaboration of the Dutch Oncology Nursing Society and ONS.

At this meeting the new EONS Board will come into force.

6. Specialists List

- **Status to date**
- **Acquisition of persons**
- **Updating**

EONS is being regularly contacted by many other organisations, with the request to suggest e.g. a speaker, project leader or a task group member. The group agrees that a data base needed rather than a Specialists List the Working Group is currently holding. It is recognised that this is a big task as this requires maintenance on an ongoing basis. A database would be an investment in time and money. EvM will take this to the Board Meeting of May, for discussion.

7. Masterclass 2017 and planning 2018

The 2017 Masterclass has been very successful. At the Masterclass 30 seats are available: 25 of these are funded by ESO, 5 are funded by EONS. In this year's Masterclass there were 21 countries represented. The first preparations are in place for the 2018 Masterclass: a meeting with faculty has taken place and a first draft programme has been prepared. The 2018 meeting will be held at the same location and a similar number of delegates will be allowed to participate. The application process opens in August/September, with a closing date of 1 December. ESO is very much willing to continue to support and to continue collaborations.

8. EONS Curriculum: update and planning

The Task Group held a face-to-face meeting in Stockholm, in December 2016, which was attended by the 8 Task Group members and Project



Manager Iveta Nohavova. The update is more work than anticipated, however good progress is being made and the Task Group is aiming to finish the update by autumn. A small number of Task Group members will participate in an April face-to-face meeting. At this meeting a number of important decisions will need to be made content wise. The purpose of this document is to provide guidance regarding the foundational knowledge, skills and competencies required by all nurses who care for people affected by cancer. The updated version will be linking skills with outcomes. The document compliments the RECaN project. The group agrees that the web page needs to be updated, announcing an update being prepared. Also the PDF of the current document should have a watermark stating “Currently under review. New version available by January 2018.”

9. Endorsement process

- **List: approved / pending**
- **On-line EOCC Guidance**
- **Profiling and Advertisement**

Six programmes were endorsed in 2017, up to now. PF thanks HT and PJ for translating the applications received in German language.

The Task Group members would like to discuss the Endorsement Process. PF presents suggested new process (slide), which the Working Group approves to adopt. The group also agrees amending the application form, now asking repeating annual events to highlight the changes in their programme, rather.

In 2017 applications have been received from Germany, Switzerland, Italy and Ireland. The group agrees to try and increase the visibility of endorsement to the membership, by adding testimonies to the website and by placing an article in the Newsletter. The St Gallen congress is a repetitive event which has been endorsed a number of times and will be contacted and asked for a testimonial. MM will contact Rudi Briké with the request of contacting St Gallen.

MC, PF and MB are currently on the Task Group, supported by HT and PJ for applications received in the German language. All volunteer to continue the work.

10. ESO

- 2017 ESO-EONS e-sessions
- Fellowship award

PF presents a number of slides with the ESO-EONS e-sessions held in 2016 and those scheduled for 2017. The Working Group is invited to consider topics for the 2018 sessions. Perhaps a TITAN and/or “target” related e-session could be planned for, or an e-session on oral care based on the newly endorsed EOCC document.



ESO has suggested “EONS Conference Highlights” as one of the e-ESO sessions. PF subsequently contacted the members of the Scientific Committee (Wendy Oldenmenger, Mary Wells and Aoife McNamara) with a view to organising this. They did not seem to think that a usual “ESO type Highlights session” was workable and had some discussions among themselves. Subsequently they suggested contacting two of the presenters from the conference, based on the good feedback on their presentations following the conference. The outcome from this was the e-ESO session “Hope in palliative patients’, which was held in February. The group agrees that upcoming EONS-ESO sessions should be announced in the Newsletter. MM will contact Helen Oswald to see how this can be guaranteed.

11. EORTC Project

PJ presents EORTC project slides to the group and informs all that a decision on the funding of the project will be made in autumn of this year. The group agrees that EONS should participate in the project, should relevant funding be secured. The role of EONS in the project would be to review materials and advise on educational materials. EvM will discuss this at the May Board Meeting. PJ would be the contact person, if the project is agreed on.

12. Education web pages

- **Changes / corrections**
- **Contact with Helen**

The group agrees that a full update of the Education web pages is necessary and that in the review the use of language should be simplified. PM and HT volunteer to connect with Helen Oswald and to start the full review. All Working Group members are invited to share suggestions and feedback with PM and HT, by the end of May at the latest. PM and HT will email the Working Group members to that effect.

13. Oncoassist

- **How many have uploaded the App**
- **How many hits, for how long**
- **Subscription**

Since the app was made available to EONS members it has been downloaded 175 times. The WG agrees to continue to further promote the app. EvM to feature in a Newsletter article or a video to promote it. EvM volunteers to follow up on this personally.



14. Euro-PEPS

- **How many hits over the last year?**
- **From where?**
- **Updates are absolutely necessary – different procedure**

Some of the Euro-PEPS need a revision. The page view numbers confirm that people view the modules available on the website. AM would like to update the PEPS, for which a budget will need to be prepared. AM will invite two experts from the previous Task Groups to review the modules they originally voluntarily worked on. Translations in the language already published could be done by native speakers as was the case with the first versions.

15. Target

The first three lectures have been revised by Medical Writer, of which the first lecture has been reviewed by the Task Group members. The second and third lectures will be shared with TG members for review soon. The project is slightly behind the schedule, but is moving forward. The Task Group provides a quarterly report to the funding organisations, which is very much appreciated. The budget of the project looks healthy and money will be available for translations and perhaps a launch meeting.

16. PreP

EvM informs the Working Group members that he is having difficulties in obtaining funding for this project. The companies which have been contacted do not seem interested in supporting nurses in Europe on this project / subject.

17. TITAN

The Task Group held a very useful and productive face-to-face meeting in Dublin, in October 2016. Existing materials are being reviewed, references, texts and images are updated. The Medical Writer has worked on the section “Neutropenia” and a draft of the updated material is ready. The Task Group will have a next face-to-face meeting in June, to finalise the update of the materials. The budget of the project is on track.

18. ESMO (European Society of Medical Oncologists)

- **ESMO Patient Guides**
Ongoing project
- **ESMO Clinical Guidelines**

The EONS Specialists List is helpful in identifying the right people to assist



- **RCE (Rare Cancers Europe)**

Rare Cancers Europe is an initiative by ESMO (see slides AM) and ESMO would like to ask EONS' nurses for input and feedback in goal 4: ESMO – Recommendations on Educational Efforts in Rare Cancers. AM will consult the WG members for feedback / input soon.

- **Survivorship Project**

The group agrees not to take part in this project. AM will inform ESMO accordingly.

19. TYA project on Leadership

Leadership will be the main subject of the November summit (see item 5). RV agrees to contact MC to ask for an update on the / a future EONS – TCT leadership summit and to ask MC for input for the programme of the November Leadership Summit.

20. On-line CE I

- **Overview ONS - other online courses**

 - Active testing by WG**

 - 1 course per WG member or chosen person (paid if necessary)**

- **Quality report for online recommendation – criteria to be discussed**

- **Other CME/CNE websites**

ONS has agreed to grant EONS access to a number of ONS on-line CE courses, to evaluate if a number of courses may be of interest to European nurses. All Working Group members will be asked to select a number of courses they think may be of interest. EvM will meet with ONS at their meeting early May to discuss. The courses can then be reviewed, free of charge, and the Working Group can decide if these courses should be recommended through the EONS website.

21. SIOG (International Society of Geriatric Oncology) - future project?

The Working Group agrees for AM to contact Matti Aapro, corporate relations committee chair, to see if SIOG are interested in collaborating with EONS on a future project, raising awareness of elderly patients with cancer.

22. N/V Guidance (Tesario / Helsinn)

AM and PJ will be involved in preparing a new / updated “Nausea / Vomiting Guidance”. This would follow the 2005 “Speak up!” patient information brochure. The aim is to prepare an approximately 20-page leaflet, to be used for information and patient teaching purposes. First talks



with Tesario have been completed; the company is very interested in supporting the project, Helsinn is considering participating; a meeting is planned for June. The Education Working Group will be updated once Helsinn has come to a decision.

23. WeCan

AM was contacted by Ms Susanna Leto, on behalf of patient advocacy group “WeCan”. She was interested to hear if EONS provides educational courses for patients, which it doesn’t. It provides courses for nurses only. The group agrees though that it is good and important to get contributions from patient(s) (organisations) on some of the EONS projects, such as the Core Curriculum.

24. Communication Inquiry

AM and EvM were contacted by two members of the Communication Working Group, who suggested promoting EONS with students in their last year before graduation and to promote EONS at European academic institutions, universities, in general. The group however agrees it is more important to be visible in other ways, such as by having available useful materials, by publishing articles in journals etc.

25. Invited Speaker Grant Funding

MM informs the group that this is regular ongoing business, which is going well.

26. All-can

PJ informs the other Working Group members on www.all-can.org. The aim of this group is to improve efficiency and to raise awareness in political arena. AM will contact Matti Aapro to obtain further detailed information and will further inform the group.

27. Next f-t-f mtng:

MM will contact EvM and RV to set a number of possible dates. Following this, she will send out date proposal to all Working Group members.