



**Minutes EONS Education Working Group, Face-to-face meeting,  
Friday afternoon 6 October 2017, 12.30 – 17.00 hrs CET  
Saturday morning 7 October 2017, 09.00 - 12.00 hrs CET  
Marriott Courtyard Amsterdam Airport, the Netherlands**

**Participating:**

Erik van Muilekom (EvM) (co-Chair), Rebecca Verity (RV) (co-Chair), Maria Cable (MC), Anita Margulies (AM), Harald Titzer (HT), Mariska Mooijekind (MM) (Working Groups Manager)

**Unable to attend:**

Marjana Bernot (MB), Patricia Fox (PF), Patrick Jahn (PJ), Cristina Correia de Lacerda (CCdeL), Paula Mitchell (PM), Memnun Seven (MS)

**Guest to the meeting, for (early) afternoon of Friday 6 October:**

Lena Sharp, EONS President Elect  
Emma Woodford, EONS Chief Operations Officer

Patricia Fox, Patrick Jahn and Memnun Seven each connect via Skype for part(s) of the meeting.

*Patricia Fox and Memnun Seven connected via Skype*

**1. Opening and Welcome (EvM)**

EvM welcomed all Working Group (WG) members to the meeting. A special welcome was extended to new WG member MS. Absentee notices had been received from MB, CCdeL and PM. PJ was unable to travel to the Netherlands due to the weather conditions. PF and MS connected to the meeting via Skype, for the Friday afternoon session. LS and EW attended part of the Friday afternoon session, as guests to the meeting. All Working Group members (briefly) introduced themselves.

**2. Report from the EONS Board (EvM & RV)**

- LS, EONS President-Elect, reported to the WG members on the RECaN project. Currently phase two of the three phase project is being executed, which is the collection of qualitative (via focus groups) and quantitative data. Data is also being collected via individual interviews. Data from the following four countries will be collected: Estonia, Germany, the Netherlands and the United Kingdom. All data collected will be inserted in a database, for analysis. A suitable questionnaire, which was available in the four relevant languages, has been used. To



this questionnaire three open ended questions were added, in all four languages.

Recently it was discovered that the order of the questionnaire in the Dutch language is different from the order of the questionnaires in the other languages. Appropriate and necessary actions will be taken to ensure the data is added to the database correctly. Phase two will be finalised this year. A plan for phase three of the project is being developed.

As a result of phase one a first paper has been published in the Journal of Advanced nursing. The paper is available on the EONS website. A second paper for publication on effectiveness is being worked on.

- Staffing news

Emma Woodford joined EONS as the new COO in September. She briefly informed the WG members on her background and experience. Helen Oswald is now EONS Communication Manager. In this capacity, she is responsible for the website content, the EONS Newsletter, the EONS Magazine and Social Media. EONS also has hired a new financial Manager: Cath Wood.

From the November General Meeting Wendy Oldenmenger and Johan de Munter will start in their position of EONS Board Member. Andreas Charalambous is the new President Elect. Paul Trevatt and Erik van Muilekom will be leaving the Board.

- Budget 2017 – 2018

EONS is facing future financial constraints. LS outlined how the team are cutting back on expenses and devising a new financial sustainability strategy.

### 3. **EONS Leadership event and Advisory Council Meeting (EvM)**

On 19-20 November 2017, EONS will a Leadership Summit in Ede, The Netherlands. This will be held in conjunction with the Advisory Council and General Meetings. The Summit will feature speakers from all around Europe and the United States and focuses, as the name indicates, on leadership. All National Member Societies are invited. Five grants have been made available to encourage Young Cancer Nurses to attend.

**ACTION:** All WG members are requested to encourage their National Member Societies to register and attend.



- 4. Masterclass 2018 Eastern Europe (LS)** The first Masterclass Eastern Europe will be held on 20-22 September 2018, in Budapest, Hungary. LS is involved in the planning and organisation thereof and the Hungarian Cancer Nursing Society will be invited. This Eastern Europe event is a mini-version of the regular Masterclass. The programme is set up as an afternoon, full day and morning session. The event is not yet advertised, but 20 seats will be available for people from within Eastern Europe. Translation will be arranged in (at least) two languages. Financial resources for the event will mainly come from ESO, with some input from EONS also.

ESO has indicated they would like this to become an annually returning event. Therefore, the Task Group will need to consider succession planning in due course.

*Emma Woodford left the meeting*

- 5. Invited Speaker Grant (LS)**  
The Invited Speaker Grant, providing two grants of EUR 1.000,- each, per year, has been given out for a number of years. It is aimed at the National Member Societies, providing funding for travel and accommodation costs for a speaker at (one of their) national meeting(s). In 2017 one grant has been given out, the second one is to be opened up for applications. Given her upcoming presidency, LS informed the group that she wishes to discontinue as Chair of this Task Group (TG). RV volunteers to be the new Task Group Chair and MS agrees to assist RV in this TG.  
**ACTION:** TG to open up the application process for the second Grant.

- 6. EONS Curriculum: update and planning (RV & LS)**  
The latest update of the EONS Core Curriculum was done in 2013. The TG has worked on the current update for 18 months and the work is nearly finished. One of the main points the TG focused on, was to ensure that the learning outcomes are related to clinical practise. The name of the document has changed to "EONS Educational Cancer Nursing Framework" and is currently under review with several key people from within the EONS network, for feedback. The TG is aiming to make the Framework publicly available in January of 2018. Leading up to this, HT will give a presentation on the document at the November Leadership Summit. The major launch of the document will be done at the 2018 European Cancer Nursing Day (18 May). The Framework will mainly be made available digitally, however, a small number of prints will be ordered.



*Lena Sharp left the meeting*

## **7. Working Group membership changes / Succession Planning (EvM & RV)**

In follow up to previous discussions, four WG members have volunteered to leave the group by April 2018: PF, CCdeL, AM, and PM<sup>1</sup>. The group agreed to open up the process for recruiting (four) new members. The WG Chairs EvM and RV will prepare an application form, asking about the applicant's education experience, experience with working on projects, their availability to commit to the workload and to attending (at least) one face-to-face meeting per year. Furthermore, the WG Chairs would like to hear which suggestions the potential new WG members have, for taking the Education WG forward. MM will arrange with Helen Oswald for the call to be announced on the website, in the November Newsletter and on Social Media. It is suggested to mention that interested individuals can speak with current WG members at the November Leadership Summit.

**ACTION:** EvM and RV to prepare application form

**ACTION:** MM to arrange for the call for applications to be announced on the website, in the Newsletter and on Social Media.

## **8. EONS Endorsement (MC & PF)**

Recently no new applications for endorsement were received. The WG discusses re-endorsement and all agreed that when a programme or module does not change, it can be valid for five years. When a programme or module does change, the applicant will have to re-apply. Furthermore, the WG decides to, in the future, only endorse curricula which have been endorsed by a recognised educational institution. And any application submitted should broadly reflect the updated EONS Educational Cancer Nursing Framework. The TG will ensure this to be included in the application form. Furthermore, MC and PF will review the current process, with the help of RV. The draft updated process will be shared with the WG members, for review. Once the new process is in place, the Endorsement activity should be advertised to the membership.

**ACTION:** TG to review current application process and form.

In the discussions, the WG Chairs and MM realise that the WG does not use the available EONS Link.

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<sup>1</sup> In communications following the face-to-face meeting it was agreed for PF to remain on the Working Group. Therefore only CCdeL, AM and PM will leave the group by April 2018.



**ACTION:** MM to check with Steve Rowett if all WG members have access to EONS Link.

#### **9. ESO – EONS e-Sessions (PF)**

The e-ESO session of 9 February 2017 on Hope in Palliative Patients had 38 views and the one of 8 June on Palliative Care in Oncology had 32 views. All agree that these are rather nice numbers, but could be increased. The next session, on Patient Safety, will be held on 12 October.

EONS should enhance advertisement of the sessions, with the aim of increasing the number of views. For future sessions, MM will prepare a small communication plan, ensuring announcements in the Newsletter, on the website and on Social Media.

For 2018, two e-ESO sessions in collaboration with EONS have been planned for:

Recognising Oncologic Emergencies, 17 May 2018

Expert: Michael Flynn, Guy's and St Thomas' NHS Foundation Trust, London

Discussant: Catherine O'Brien, Cancer Survivorship, Dublin

Oral care guidance: an update, 7 June 2018

Expert: Barry Quinn, Woking & Sam Beare Hospices, Surrey

Discussant: Anita Margulies, EONS, Zurich

PF is happy to continue this task, organising the e-ESO sessions for EONS.

#### **10. Clinical Fellowship EONS-ESO (LS)**

Item was not discussed.

#### **11. Target (AM)**

The **target** project is on track. Four out of the five modules have been reviewed by the Task Group. Collated feedback is being shared with the Medical Writer. The Task Group will organise one further face-to-face meeting, for a final review. The updated project will be launched in 2018 and it is suggested to do this at EONS11.

#### **12. ONS On-line Courses (EvM)**



Despite the email request, no feedback was received on the selected ONS CE-courses, made available.

**ACTION:** MM to write to the WG members with the request to submit their feedback within two weeks after the meeting. Following this, EvM will follow up to ONS.

### **13. TITAN (EvM)**

The update of the TITAN project, which is done in collaboration with EBMT, is nearly finished and will most likely be ready by late November.

### **14. Euro-Peps (AM)**

The WG agrees that the Euro-Peps will need to be updated, should EONS wish to continue hosting them on the website. A project proposal, including a request for funding, will need to be submitted to the Board. It is suggested that perhaps part of the annual Education Working Group budget could be used for this project.

The WG members agree that, should the different PEPs be updated, these could serve as subjects for future e-ESO sessions, as well as the TITAN and **target** projects.

**ACTION:** EvM, RV, AM and MM to further discuss the submission of a project proposal to the Board.

*Patricia Fox and Memnun Seven disconnect*

## **Saturday 7 October Meeting Cont'd**

### **15. Masterclass 2018 (EvM)**

The 2018 ESO-EONS Masterclass will take place in March 2018, in Berlin. Some small changes have been made to the programme. Applications are currently coming in and the application process will close in December.

### **16. Teenage Cancer Trust (TCT) - EONS Leadership Summit (MC)**

Three TCT-EONS Leadership Summits have been organised to date. The most recent summit in London, in September 2016. Funding for the events has been made available by both TCT and EONS. From the left over funding a small meeting has been organised to take place at the November Leadership Summit, in Ede. All participants from the earlier held TCT-EONS Leadership Summits have been invited to reconvene, at the meeting



in Ede. The aim is to find out what previous participants would want or feel they need. Suggestions are made to integrate some of this in the Masterclass and/or to try and run a European event on this subject. Furthermore, it has been suggested to connect with SIOPE in relation to this and to consider future collaboration.

The past events were highly valued by the participants and have proven to be productive. Discussions on a future summit will need to take place between EONS and TCT, in due course.

*Patrick Jahn connected via Skype*

#### **17. EORTC project (PJ)**

The EONS involvement in the EORTC project is limited. EONS has been requested to provide feedback on the review process of the EORTC e-learning. This will be nicely in line with the EONS Cancer Nursing Education Framework. PJ expects EORTC to apply for EONS endorsement of their e-learning. In all, it will not be a time consuming project.

#### **18. Nausea/Vomiting project (AM & PJ)**

AM and PJ will work on securing funding and preparing a full project proposal on developing a guidance for practise on nausea/vomiting, a "How to..."-document. Tesaro and Helsinn have shown an interest in supporting the project. The document is intended to be practical and useful for educational purposes and the Task Group should consist of a member from the academic area as well as someone from the clinical area. The guidance document will hold about 30 pages and the voice of the patient will be reflected. It was suggested that EONS should build a guidance document template which could also be used for future guidelines on different symptoms.

**ACTION:** AM to draft a guidance document template

#### **19. E-learning (HT & MC)**

**ACTION:** MM to contact Steve Rowett to ask how frequently the e-learning pages are visited and how often the links are clicked on:

Pages: [http://www.cancernurse.eu/education/online\\_learning.html](http://www.cancernurse.eu/education/online_learning.html)

<http://www.cancernurse.eu/education/e-sessions.html>

<http://www.cancernurse.eu/education/othereducationalresources.html>



**ACTION:** Once the data has been received, HT and MC will follow up to this, providing a suggestion to either update or remove the pages. This suggestion will be provided to the WG Chairs, prior to the end of this year.

#### **20. Pro Assist (EvM)**

Pro(state) Assist is the third phase of the previously called PreP, the Prostate Cancer Project, whose earlier phases finished in 2013. Pro Assist will be an education project, perhaps in the form of an app, guiding people to relevant existing information on prostate cancer. Unmet needs have been identified and a Task Group to work on the project has been formed. The aim is to finalise the project by September of next year. It is suggested for that the project format could be used for other side effect symptoms also.

#### **21. Education web pages (ALL)**

**ACTION:** RV as part of her role as WG Chair to review/audit the web pages, once the EONS Educational Cancer Nursing Framework project has finished.

*Patrick Jahn disconnected*

#### **22. Breakthrough Cancer Pain Guidelines (RV)**

**ACTION:** EvM to invite one of the previous Task Group members, Jenske Geerling, to review the guidelines and to advise if the content is still relevant and up to date or if an update is required.

#### **23. ESMO projects (AM)**

ESMO regularly contacts EONS via AM, asking for a recommendation for a specialist to review an ESMO guideline, for which the Specialists List is very important. MM informs all that in the near future a close look will be taken at the possibility of an EONS database and at the possibility for people to inform EONS they are happy to be contacted with such request. MM will update the group at the next face-to-face meeting. AM informs the group she is in discussion with DK and LS about who will take over this task once AM leaves the Education WG.

#### **24. Suggestions for future projects and actions**

- Next face-to-face meeting  
The next face-to-face meeting of the group may be organised in May



2018 as a combined event with all four WGs and ECND 2018 is being considered. Should these plans be confirmed, a Skype call will be planned in between.

- New projects  
This subject will be addressed once the new WG members have come in.
- SIOG meeting, Warsaw, November  
AC will be speaking at this meeting, which is considered to offer a very interesting programme.

#### **25. AOB**

**ACTION:** MM to contact Cath Wood with the request to provide an up to date overview of the financial status of the WG's annual budget.