



**Final minutes - EONS Research Working Group, Face-to-face meeting,  
Monday 21 November 2016, 09.00 - 16.00 hrs UK Time  
Room 15, National Council for Voluntary Organisations, London**

**Participating:**

Andreas Charalambous (AC) (co-Chair), Mary Wells (MW) (co-Chair), Nuria Domenech Climent (NDC), Iveta Nohavova (IN), Wendy Oldenmenger (WO), Ulrika Ostlund (UO), Elizabeth Patiraki (EP), Lena Sharp (LS), Theresa Wiseman (TW), Mariska Mooijekind (MM) (Working Groups Manager)

**In attendance:**

Patrick Crombez (PCr) (co-Chair Advocacy Working Group)  
Pauline Campbell (PCa) and Claire Torrens (CT) (Glasgow Caledonian University)

**Not available:**

Jorge Freitas (JF), Daniel Kelly (DK)

**1. Opening and approval of minutes June meetings**

AC opens the meeting and welcomes all. For the discussions on the Systematic Review of the RECaN project PCa and CT will be participating as well as PCr.

The minutes of the June face-to-face meeting(s) are reviewed and the following suggestions for change are made:

- 2<sup>nd</sup> paragraph, page one: pharma companies (rather than: copies)
- Add page numbers to minutes, please.

The earlier agreed actions of Clair Watts have not been carried out. The group agrees that these actions will come up when discussing the various items on today's agenda. The minutes of the June meeting are approved. They will be shared with the Working Group members and uploaded to the Working Group's web pages.

**2. Board Update**

LS informs the Working Group members on the latest (major) Board Issues: |

Clair Watts, the Executive Director, has left EONS. Over the past few months the three Presidents (Past-President Erik van Muilekom, current President Daniel Kelly and President-Elect Lena Sharp) together with Rudi Briké (EONS Secretariat) and Mariska Mooijekind (Working Groups Manager) have had monthly "business meetings" to ensure

and coordinate progress of ongoing business. This will continue over the coming few months. A new COO role will be advertised by early 2017. Currently the focus is on the financial situation of the society. After the 2017 ECC congress, income from these events is no longer secured – and this has always been EONS' main source of income.

In Dublin representatives of EONS and ONS have met. There the idea of the “Unicorn Project” was born: an ONS and EONS collaboration, with pharma involvement. The aim of the collaborative project is to increase the recognition of cancer nursing. EONS and ONS together will invite pharma companies to participate in a meeting in Amsterdam, in January, around the ECC congress to start discussions.

DK is currently in contact with the ESMO President to discuss the possibilities of holding a Nursing Day at their September congress, in Madrid. The idea is to also hold the EONS General Meeting and Advisory Council Meetings in conjunction. The main subjects for the Nursing Day would be safety and side effects. It is aimed to come to a decision on this before end of the year. EONS 11 also needs to be planned for.

A young cancer nurse will be allowed to take part in the Board as an observer. The first meeting he/she will be attending will be the May Board Meeting in Estonia.

In 2017 the first European Cancer Nursing Day will be held. The 18<sup>th</sup> of May will be European Cancer Nursing Day. The Advocacy Working Group is making arrangements for this event.

### **3. Membership Survey – Working Group response to survey results**

Feedback received at the October Advisory Council Meeting on the Membership Survey was focused mainly on the timing of the Survey, the language barrier, the (low) response rate and the response time. Societies indicated they would appreciate to be informed very well in advance on when a Survey would be issued, for them to include it in the planning of their Society communications to their members for the year. Holding a survey in English still remains a barrier to members of the society. As a response to the (low) response rate EONS asked the members what they think they could do to help EONS to increase the response rate. The member societies are of the opinion that the response time to a survey should be longer. Furthermore it was suggested to plan for the survey to come out when there is an EONS meeting on, where people can complete the survey on-site at the congress.

As a result of these discussions all member societies will now put forward a communications representative for all communications with EONS. Hopefully having this direct point of contact will increase response rate for a next survey.

A number of suggestions from the survey are discussed:

*Page 17 of Membership Survey outcome*

Symposium for research nurses (congress)

The WG members agree to all informally consult a clinical research nurse they know about what it is that they would want to see on such a meeting programme. All will also check the programmes of their national meetings to gather ideas on the potential subjects. WO will collect the ideas. All WG members are requested to submit their ideas

and suggestions before 13 December (= date next business meeting), which is within 2 weeks after the meeting.

#### Greater multi center European research

A possibility for EONS would be to serve as partner in a project of another organization. The Group suggests to upload a flyer to the website: "EONS is a potential professional research partner", advertising the potential of EONS for collaboration on research projects. The flyer should be stating what it is that EONS would be interested in to collaborate on. It will also important to clearly state any boundaries. This could also be a way of generating research income. Perhaps not for the whole of EONS, but for a specific country, in some cases. The group agrees that it would be good timing to have a flyer ready before the Unicorn meeting of January, as pharma will be invited for that meeting too. AC will start preparations of the flyer, with the support of IN & MW. The flyer will be sent out for Board approval.

#### Research training

The Group agrees that this could perhaps be included in the potential research symposium, perhaps as a pre-workshop symposium. It should take into consideration and plan for different levels of training. Should EONS link in with ESMO at their congress, it would be a possibility to organize something for September 2017. (There is not sufficient time for preparations to organize something at the Nursing Day of ECC 2017.) Another suggestion is to offer a "light version" of the PhD Workshop, facilitate a time and place for people to be able to ask research questions.

#### "You said, we did"

TW will prepare a response on behalf of the Research Working Group, informing the National Member Societies on what actions the Research group has taken in response to the membership outcome.

*Patrick Crombez, co-Chair of the Advocacy Working Group joins this part of the meeting.*

#### 4. **Research Workshop 2017, May 10-12 2017**

LS updates the group on the arrangements that have been made up to now. An announcement flyer is available on the EONS website and the Workshop has been tweeted about. The deadline for applications has been extended to allow additional promotion at the ECCO congress. The deadline for applying is now 15 February. A maximum number of participants has not yet been decided on. A possibility would be to have 10 international and 3 local participants. The mentor fee as was provided earlier will no longer be granted. AC will prepare a budget for the event. MM will provide AC with the budget of the Workshop held in Amsterdam, as an example. The Task Group will need to review the web page and updated in general as well as the documents. IN will speak with Steve Rowett on updating the web page, unifying the menu of the left hand side and the main menu.

UO has committed to doing a guest slot and indicates now that she might be able to engage a little more. The Task Group very much welcomes her further engagement, which she will consider.

MW informs the group that a proper analysis of the questionnaire results of the PhD Workshop still is due. EP is willing to assist MW with this.

## 5. **Research Grant**

### - **Possible pharma funding**

IN and MW have sent letters of intent to pharma on past experiences and with supporting information on the Grant, with the intent of obtaining sponsorship for the grant. The feedback received from pharma companies was mainly that the sum of money requested was supporting research done by one individual only. Additionally, EONS was suggesting to decide on who would receive the grant rather than the supporting organization. The Group suggests to discuss this subject at the Amsterdam Unicorn pharma meeting and for IN to participate in that meeting if that is considered to be suitable by the EONS Presidents.

TW informs the group that within UKONS pharma doesn't sponsor a grant, but the pharma supports UKONS by means of different levels of sponsorship, that provides UKONS with funding for projects and grants they identify.

### - **Evaluation**

WO has provided the Working Group members with the draft questionnaires for the evaluation of previous EONS research grants. WO (with help from MW & IN) is willing to distribute the questionnaires to previous Grant winners. The other Working Group members are invited to provide WO with any feedback they may have on the draft evaluation papers within one week after the meeting. AC at the meeting yet comments that questions 10 and 3 overlap. The Group agrees to remove question 3 and to leave in question 10.

As only 5 or 6 people will be approached for the evaluation WO will send out the questionnaires personally by email.

## 6. **RECaN, including Systematic Review**

*Please see notes separately provided by MW.*

*Patrick Crombez leaves the meeting & PC and CT*

## 7. **Novice Research Dissemination Award**

LS informs the group that no Novice Research Dissemination Award winner will present at the ECC 2017 in Amsterdam. Should EONS indeed participate in the September ESMO congress, this may allow us time to launch the award in 2017 and support winners to present at the congress.

## 8. **Research Travel Grant**

Up to now the calls for the Research Travel Grant have been successful (albeit there have not been high numbers of applications) and the selected candidates have delivered. All Working Group members agree that the Grant should be continued. The Grant is due to be launched in the March Newsletter with a June 1<sup>st</sup> deadline. All feel that less developed countries should be encouraged to apply.

This could be facilitated by offering to provide support in completing the application. This support could come from previous grant winners. With the next call a text such as “if you’re successful you may be asked to provide advice and support to a future applicant” should be included.

The Group agrees that the procedure regarding grant reviews should be clearly stated on the web pages, under “governance” as well as under “Grants and Awards”.

AC/TW/EP agree to prepare a text. MM will communicate this with the Education WG in relation to their Grants.

LS informs the group that the Clinical Travel Grant will not be continued this year and next year.

#### **9. Change Champion Grant**

Two Change Champion Grants have been awarded. Greta Ghizzardi from Italy has recently visited the Royal Marsden Hospital in London. TW will contact Helen Oswald to see if an article on Greta’s visit could be included in the Magazine or Newsletter. The second Grant winner is from Belgium, Johan de Munter. Arrangements for his visit are yet to be confirmed.

As per earlier agreement two more Change Champions are to be granted in 2017. As in 2016 the Grant will be advertised in June/July/August and awarded in October. The travel should be taken up within a year.

#### **10. EONS Core Curriculum update**

The project is more extensive than anticipated and therefore may take longer. LS informs the Group that very constructive and valuable input from 11 National Member Societies has been received. Each chapter is edited by two Task Group members and then reviewed by another two members. Currently the Task Group is reviewing available information from partner organisations. Sue Cruickshanks (University of Stirling) has been involved in writing a new RCN “Cancer Nursing Framework” that might be valuable to review. The Curriculum currently brings people to a basic level. An extra chapter on advanced roles will be added. The EONS Position Statements (Advocacy WG) and RECaN need to be taken into consideration when preparing the update.

#### **11. Research web pages**

The Task Group members inform the group that a quarterly overview has just been finished. The Task Group however has not yet submitted the update to Helen as on some items the WG input is required. The Group agrees to the following:

- All past Research Workshops are still listed.  
It is agreed that only the last 3 years should be listed.
- The headings in the side bar should be amended. They should be similar to the ones stated in the hoover bar.
- Many old reports are listed on the website. This section will be deleted and replaced by the earlier agreed “Research in Action”.
- The RECaN project should be mentioned under “Current projects”, including the RECaN logo. An executive summary of today’s RECaN discussions will be included in the page.

- The minutes of the June meeting have been approved and may be published on the website, together with the minutes of the 2015 meeting.
- The “Past projects” section can be deleted.
- The journals listed on the “Relevant journals” page are all open access journals. The accompanying text should be amended to reflect that we are not excluding journals.
- TW, AC and MW will amend their biographies to be more in line with the length of the biographies of the other Working Group members.
- All WG members are invited to provide links to Research Gate and updated photos and biographies.
- Use case studies (eg. Research Grant Evaluation) for website content.
- Upload links to video clips that already exist and consider where to shoot new videos. about their research. MW will ask Shoot Medical for the videos from EONS10 and ask Maria Cable and Kicki Olausson for the videos they have shot at the PhD Workshop.
- Include Research Briefs “Research in Action” (link to form to fill, one paragraph, 200-word limit). Each Working Group member will put forward a colleague to provide a first brief:
  - Name, role and country
  - What is the topic of the research you are currently working on?
  - Why is it important?
  - How will the results make an impact?

The briefs should be in by the end of the year. WO will submit all information received to Helen Oswald and Steve Rowett. The briefs should be available on-line prior to ECCO meeting of January.

It is agreed to have the briefs replaced by newer versions after 6 months.
- Include sentence on Novice Research Dissemination Award
- Include information on review process of grants and awards

## **12. Date for next Working Group face-to-face Meeting**

This November face-to-face meeting is the 2<sup>nd</sup> face-to-face meeting of this financial year and will need to be paid from the annual EUR 10.000,- Working Group budget. No other expenses have yet been paid from this budget (MM confirms after the meeting). The Working Group suggests that an extra face-to-face meeting, planned as a writing retreat, would be helpful for the RECaN project. Ideally this should take place in February 2017. MM will write to DK to ask him if any funding can be made available for an extra face-to-face meeting (in the form of a writing retreat) for February and for an extra 5 or 10 days of Pauline Campbell’s time. MW will inform MM on the exact costs of the extra time of Pauline Campbell. MM will send a date proposal to the group for the potential extra face-to-face meeting, including the dates right before and after the Board Meeting.

**13. A.O.B., including Succession Planning**

MW plans to continue in her role as co-Chair until after the Systematic Review of the RECaN project is finished, but suggests that it would be appropriate for someone new to take on the co-chair role after that time. All Working Group members are invited to consider if they would like to take on this role in the future. LS will contact JF to discuss his ongoing Working Group participation. The subject of "Succession Planning" will be included in the agenda for next face-to-face meeting, as well as the Terms of Reference document.