

**Patient and Family Advisory Council – Cancer Care Program  
December 13<sup>th</sup>, 2017  
Dr. H. Bliss Murphy Cancer Centre, Room #2044, Administration**

**MINUTES**

**ATTENDANCE:** 16 members were in attendance.

**1.0 Approval of Agenda**

The Agenda was approved as circulated.

**2.0 Approval of Previous Minutes – November 8<sup>th</sup>, 2017**

The Minutes were approved as circulated. The minutes of September and November will be posted at the Regional Cancer Centres. No names will be included in these minutes.

**3.0 Safety Moment**

Safety Moment to keep your eyes focused when walking on snow and ice during the winter.

**4.0 New Business**

**4.1 Canadian Cancer Society Presentation**

A presentation on an Overview of the Canadian Cancer Society was provided to members.

Members discussed the “Walk or Run to Quit” – 10-week Program that supports smokers to quit smoking by taking up running. It was felt that the Cancer Care Program can partner with CCS to promote this program through the Cancer Care Program’s Tobacco Cessation Clinic.

**ACTION: Co-Chair will follow-up with the Division Manager of the Tobacco Cessation Project.**

**4.2 Cancer Patient Navigator Presentation**

A presentation on an Overview of Cancer Patient Navigation (CPN) was provided. It was noted that the Cancer Patient Navigators are located in the following Regional Areas across the Province.

- 3 Eastern Health – 2 in St. John’s, 1 in Clarenville
- 1 Central Health
- 1 Western Health
- 3 Labrador Grenfell Health
  - 1 St. Anthony
  - 1 Goose Bay
  - 1 Labrador City

Discussion was held on how to promote the role of the Patient Navigators and how to inform the public. Posters and brochures have been disseminated across the Province and have been placed in various areas in the hospitals across the Province. CPNs have attended Public Forums and announcements have been broadcasted on the radio. It was noted that in St. John's 35% of patients are self-referrals to the CPNs. A number of the Physicians in many areas refer patients to the CPNs, however, a large number is by word of mouth.

After much discussion, members felt that the promotion of CPN role is an area that they would like to work on with a focus on for all Regions of the province with a focus on Central Region. A representative from Communications will be invited to our next meeting to talk about "How to Promote Cancer Patient Navigator Services to the Public". Some ideas on how to promote the role of the CPN was to do a road show, and/or engage the Dr. H. Bliss Murphy Cancer Care Foundation – Power of Life.

**ACTION: Program to meet with CPNs across the Province. Priority to set up Patient Navigator Awareness across the Province.**

#### **4.3 Patient and Family Advisory Council Priority Setting**

Members agreed to work on the promotion of CPN roles throughout the Province.

It was noted we received a resignation from one of the council members who no longer felt the Council was a good fit to the person's goals for joining the Council.

Contact to be made to a representative from Labrador regarding their ability to attend meetings.

**ACTION: Thank you letter to be sent to council member who has resigned. Contact representative from Labrador regarding attendance.**

#### **4.4 Provincial Screening Task Force Update**

The Provincial Population Screening Task Force Planning Session was held on November 17<sup>th</sup>, 2017. A member of the Patient & Family Advisory Council attended. The Planning Session was focused on finding efficiencies in all the screening programs for patients, and branding of the Provincial Screening for breast, colon, cervical as well as tobacco cessation.

#### **4.5 Cancer Care Program Website**

The Cancer Care Program has been working with Communications and IT on the development of a new website. The content for Patients and Families is presently being developed and feedback has been obtained from a couple of members of this group. Linkages to Palliative Care Navigator will be included on the website as well as a link to Hematology, Medicine Program webpage. It was suggested including an image instead of the ICON. Also received feedback to put CPN link on each page.

#### **4.5 Glossary of Terms of Advisors**

A glossary of terms was circulated to the group for information. This will be updated on a regular basis.

#### **4.6 Posting of Committee Minutes**

This was discussed previously.

### **5.0 Business Arising**

#### **5.1 Training Schedule**

Two members remain to complete the orientation training for the Patient & Family Advisory Council. Evaluations were completed by members.

#### **5.2 New Patient Orientation**

New Patient Orientation will be placed on the Cancer Care Program website as well as a video. It was noted that we should include a link to the Canadian Cancer Society resources.

### **6.0 Other Business**

#### **6.1 Central Regional Cancer Centre – Grand Falls**

Discussion took place regarding a staffing issue at the Regional Cancer Centre in Grand Falls. This has been addressed by Administration.

### **7.0 Next Meeting – Wednesday, February 7<sup>th</sup>, 2018**

The next meeting on February 7<sup>th</sup>, 2018 will be held from 2:30 – 4:30 p.m.

### **8.0 Adjournment**

There being no other business, the meeting adjourned at 4:35 p.m.

  
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Janet Templeton  
Co-Chair

March 28, 2018  
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Date