

**RENAL PATIENT AND FAMILY ADVISORY COUNCIL
MEETING MINUTES
Tuesday, October 6, 2014
17:00 am – 19:00 pm
Kidney Foundation Office, Westmount Mall**

In Attendance: Patient & Family Members: George Goodlet (Chair), Fred McInnis (Vice Chair), Michael Hermiston, Dennis Hokansson, , Nancy Wilder, Paul Dixon, Nikki Anderson

Regrets/Absent: Les Miles, Don Smith, Angela Andrews (Advisory Resource), Joan McArdle, Brian Carroll, Dennis Hokansson, Bill Landry, Bonnie Field

Staff/Physician Members: Janice McCallum (Advisory Program Sponsor), Deborah Bezaire (Advisory Program Coordinator), Carolyn Ingram, Jarrin Slattery, Dr. Faisal Rehman

	Agenda Item	Discussion	Motion/Action Plan/Follow-up
2.1	Welcome, Approval of Minutes & Opening Remarks (George Goodlet)	Welcome extended; quorum achieved. Approval of September 9, 2014 meeting minutes.	
1.1	Presentation The Role of the CKD Nurse Case Manager by Sandra Bartlett, CKD Nurse Case Manager	Sandra Bartlett provided an overview of the role of the CKD Nurse Case Manager. She shared a very informative document with the Council which summarizes her role up nicely. In addition, she discussed the new CKD Prep Clinic. The purpose of this clinic is to provide new CKD patients with the opportunity of meeting the multidisciplinary team, begin the needs assessment phase, & develop an individual plan of care. Currently, 100% of new CKD patients are being referred to this clinic and the feedback from all has been very positive. Sandra shared the new "My Care Binder" that all new CKD patients receive. There is all kinds of information in this binder that ie food choices, medication, health history, concepts of self-	Sandra's document is attached to the meeting minutes

		management etc. Another information source is “Running Your Own Show”, where patients can write down any questions or concerns at the moment & receive answers/support at their next appointment.	
3.1	Publicity Report on:		
3.1.1	Renal PFAC Newsletter	The draft Newsletter was reviewed by all.	Paul is taking the lead on moving this forward.
3.1.2	Kidney Foundation Walk	Paul reported that there was a very good turnout. The PFAC poster was displayed, and many people stopped and talked to him about our Council	Dr. Rehman will develop a variety of questions and answers for a Dear Abby Column & then send to Mike
4.1	Patient Feedback Task Group Report	There was no report available by this group yet	Task team will prepare a report for the next meeting
4.2	Blood Work Results Sharing Task Group Report	The forms have been finalized and are currently being used in the clinics.	Dr. Rehman will follow up during his Friday clinics to see if patients are using them and obtain some feedback to report at our next meeting
4.3	PD Patient Experience Project	Jarrin reported that a patient survey will soon be distributed to 10 patients who have exited the PD Program. The purpose is to learn about the patient/family experience and to identify improvement initiatives.	Jarrin will provide a report at our next meeting
5.1	Letter to Patients and Staff	Approved with changes to be made to information on the website. Change last sentence to www.lhsc.on.ca/renal and click on Patient and Family Advisory Council.	

6.0 6.1	<p>Open Discussion</p> <p>Goals and Future Direction for the coming year</p> <p>Water/Hydro Reimbursement Program</p> <p>Renal Website</p> <p>Dates and Times of Meetings</p>	<p>Council discussed the related document and agreement was made to pursue same</p> <p>Discussion occurred around patient reimbursement for water/hydro for home dialysis patients. It was agreed that this work is being initiated at the provincial level via the Ontario Renal Network.</p> <p>Several Council members have experienced issues in accessing the PFAC link of the Renal Website externally.</p> <p>Council members discussed our meeting dates and times. Everyone decided to not make any changes at this time, Meetings will continue to be the 1st Tuesday of the month from 5-7 at the Kidney Foundation Office</p>	<p>George and Carolyn to follow up.</p> <p>Deb will work with Angela in identifying the most appropriate individual & invite them to a future PFAC meeting.</p> <p>Angela to send out list of possible future directions with agenda and place on agenda.</p>
4.2	Summary of Action Items	A review of the action items was completed	Action items as listed, additionally Angela will email the agenda and date for our next meeting
4.3	Next Meeting Date	Everyone confirmed the next meeting date will be November 4, 2014 from 5-7 pm at the Kidney Foundation Office	Angela will check the availability of the Mall room as it is a bit larger than the KCC rooms