


**RENAL PATIENT AND FAMILY ADVISORY COUNCIL
MEETING MINUTES
Tuesday October 10, 2017
5:00pm to 7:30pm
Victoria Hospital, Room B2-124**

In Attendance: Bonnie Field (Chair), George Goodlet, Philip Varughese, Betty Clinton, Nancy Wilder, John Witteveen, Anne Hutchison, Bob Barnicoat, April Mullen, Cathy DuVal, Janice McCallum, Meaghan Force – Coordinator ALU, Don Smith, Jim Harrington, Michelle Ivanouski

Regrets/Absent: Angela Andrews, Emma Klotz, Deb Beaupre, Sherry Sloan, Dr. Rehman

	Agenda Item	Discussion	Motion/Action Plan/Follow-up
1	Welcome, Approval of Minutes		
1.2	Additions to the Agenda	-Welcome and congratulations to our new PFAC Chair, Bonnie Field	
1.3	Patient Story Telling		
2.0	Task Group Reports	-Angela has updated the task group list (attached), volunteers required for the spaces highlighted as 'vacant'	 Current Renal PFAC Task Groups and Con
2.1	Patient Resource Task Group	Need someone to work with Phillip to map out the vision for the next 3-5 years. Barrier is time to collaborate with others. i.e. hip chat, google chat, skype. Phil seeking 2-3 more people to join his task group.	Phil to explore just doing this independent of the hospital. Betty to join

<p>2.2</p>	<p>Communications and Patient Feedback Task Group</p>	<p>-Philip reported on behalf of Angela, the surveys to collect information on interest on a possible education/patient experience day have been completed, the closing date was September 29 -only 50 of the over 200 mailed out copies were completed/ returned and less than 50% of the surveys from the in-centre and satellite units were completed -Angela is working on tabulating the results and will report to the task group soon Don volunteered but group voiced he is leading two already – therefore leaving vacant, send an email to Angela if interested in this</p>	
<p>2.3</p>	<p>Patient Transportation Task Group</p>	<p>Don in charge, still waiting response from last letter sent send by Fred to Paratransit manager.</p>	<p>Angela to connect with Fred to ask if he heard any response. Don to reconvene the task group.</p>
<p>2.4</p>	<p>Newsletter</p>	<p>-Philip reported on behalf of Angela, the next newsletter is set to go out the end of November, please submit any articles to Angela -ideas for further articles include:</p> <ul style="list-style-type: none"> • how to donate to Patient Assistance fund • introduction message form new chair 	<p>Jim Harrington has some articles/news to offer. Jim new member to this task group</p>
<p>2.5</p>	<p>Recruitment & Orientation Task Group</p>	<p>-2 new members, Jim Harrington and Sherry Sloan, welcome. -Angela currently recruiting for new Staff PFAC member Jim would be interested in this work. Don – no updates</p>	
<p>2.6</p>	<p>Patient Experience Coordinating Committee (PECC)</p>	<p>Last meeting was May, Oct 26th next meeting.</p>	

2.7	<p>Other Committee Reports</p> <p>CQI</p> <p>REVIEW OF TASK GROUPS:</p> <p>Renal PFAC Executive Patient Experience Coordinating Committee Home Hemo RFP Joint Health and Safety Committee Workplace Violence Workgroup Emergency Preparedness Committee Renal Patient Assistance Fund SW integrated renal program council CKD Education classes Patient Transitions task group KCC CQI Symptom Management/Palliative Care HD Unit Volunteer Project The Voice LAUNCH Parkwood Project</p>	<p>Jim involved in review of KCC emergency preparedness processes and practices. Caring spirit award – every two months Patient education Fundraising</p> <p>Janice, Bonnie, April, Angela, Don Bonnie and April – hoping to start this group back in October</p> <p>Closed Closed</p> <p>Ongoing, Anne</p> <p>Ongoing Deb is active in this Nancy and Deb needs and initiatives across the program, i.e. Aboriginal, community health</p> <p>CKD classes Transitioned to the ATK Transplantation QI team, Philip is the co-lead Active</p> <p>Betty/Emma/Jane Ridley focus is at UH dialysis patients rating their symptoms (ESAS), palliative care is program wide</p> <p>John, Emma on going Bob Ongoing</p> <p>Complements and replaces the kidney foundation education led by Carolyn Ingram – still ongoing Active Betty</p>	
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	Accreditation Projects outside of renal program (CANSOLVE, ICES, etc.)	Active Phil TAP – Jim Harrington volunteering for this. LHIN - active Connect Study (iPad for PD) - active DTRIG research - active	
3.0	Open Discussion		
3.1	Vice Chair Candidates- April	Group feels that there needs to be a vote. People who weren't interested in being the chair may not have put their name forward, therefore don't assume they want to be co-chair.	Angela to initiate process
3.2	Nocturnal In-centre Hemodialysis Recommendation	-Bonnie submitted a letter on behalf of PFAC to Janice regarding the potential for in-centre nocturnal hemodialysis being offered at LHSC -Janice replied and is doing some further investigations Janice - Need to speak with Bob Lindsay to get background/history.	
3.3	Waiting Room Name vs. Number- Bonnie/George	-the MCKC clinic has asked Angela to get the opinion of PFAC regarding being called in the waiting room via number vs. name -the info was collected via email and sent on to the MCKC clinic rep., the majority of PFAC members reported they prefer to be called by name as opposed to number -George requested we have further discussion Janice: within our own program we can control our process and keep as by name. Why is transplant clinic/gen neph not using names? Query survey the transplant population (?logistics), survey the clerks and nurses	April to investigate. Angela to survey the PFAC. Query survey the transplant population
3.4	Meeting Space-April	-what does PFAC think of the VH meeting space, we are unable to secure this room (B2-124) for November, but we can get a room at the other end of the hall (on the opposite side of the library) Majority like the room, like the telephone, parking passes are available – continue the next meeting here.	

<p>3.5</p>	<p>Potential dying with Dignity Presentation- Cathy</p>	<p>-Cathy has made contact with Kelsey Goforth, a representative from the “Dying with Dignity” group and is wondering if it’s relevant to the PFAC and if they would be interested in having a presentation about topics such as:</p> <ul style="list-style-type: none"> -understanding of the current law -access issues (referrals, institutions) -issues with eligibility criteria (“reasonably foreseeable” death; three groups of people who are currently excluded) -personalizing the MAID experience -considerations for end of life <p>-the presentation could take place on November 7 at KCC if PFAC is interested, or Kelsey could come to a PFAC meeting</p> <p>Dying with Dignity Canada was set up to help clients with end of life support – based out of Toronto. Web site and links of support services available.</p> <p>Is the Nov 7th date at the Lamplighter Inn open to the public? Janice: ORN strategies to improve end of life, end of life planning and documentation of plans. Work across the program to increase knowledge, review processes to support plans and conversations. We are connected with MAID and can arrange this service within the hospital. We could do a combined education on what we currently do in the program. George: This could be of interest more broadly than just the PFAC. Janice: Start with PFAC and then make plans for the future. www.dyingwithdignity.ca</p>	<p>PFAC supports that we hold an education session for the PFAC during a future meeting time. Then follow this education with dying with dignity after if still wanted. Cathy to send Angela other links.</p>
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4.0	Housekeeping	The next meeting will be located in room B2-116. The room is located in the same hallway, only on the opposite side of the library from October's meeting.	
4.1	Next Meeting Date	Tuesday November 14, 2017, Victoria Hospital Room B2-116	
	Foundation Donation Nov 8 th KCC 5 year celebration	Ways to make charitable donation to the patient assistance fund is requested	Janice/Social Worker to name process