

Central Hospice Palliative Care Program Transition Committee Meeting

Wednesday, June 29, 2011

1:00-3:00 P.M.

Central LHIN Boardroom

60 Renfrew Dr., Suite 300, Markham, ON

Attendees:	Dr. Nancy Merrow Chair, CHPC Program	Karen Weisberg Coordinator	Marta Krywonis St. Demetrius
	Victoria van Haemert Central LHIN	Yvonne Ashford Central CCAC	
Regrets:	Elaine Walsh Community Representative		
Guests:	Jocelyne Contant (via teleconference) Champlain HPC Program	Rick Firth HPCO	

Welcome & Introductions	The meeting started at 1:05 P.M. Introductions were made.
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Issue	Terms of Reference
Discussion	<p>Karen Weisberg did not send the Terms of Reference in the package sent to all meeting participants. Instead the discussion centred around the Principles of Engagement of Stakeholders in the Development of a Comprehensive HPC Program. The overall response was that the elements are very comprehensive. Jocelyne Contant wondered if we were planning on engaging patients/clients/consumers/caregivers. Champlain held their engagement exercises with approximately 200 providers and some consumers through all day sessions. Nancy Merrow explained that these 2-3 meetings are intended to create a draft program plan.</p> <p>Victoria van Hemert voiced her concern about the amount of time/effort to get all elements in place. It is important that all stakeholders are included so that the outcome is not predetermined. Due diligence must be done so all stakeholders understand where the process is. Nancy mentioned that no steps have been, or will be skipped; we just want to move things along quickly. Jocelyne suggested that planned teleconference engagements take place with those on direct contact with clients. She reminded us that it is imperative to reach those stakeholders who are not always around or visible.</p> <p>Marta Krywonis suggested strengthening the Principles of Engagement by declaring it is driven by the caregiver, client, family, etc. Victoria van Hemert</p>

	<p>added that the strategies be built around the stakeholders.</p> <p>Yvonne Ashford asked what Champlain’s role is and where is the funding responsibility. Jocelyne explained that they are NOT a service provider but through MOU with the LHIN, they approve programs within the community and look at the performance measures of them. The funding responsibilities come through recommendations from the LHIN. There has not been, as of yet, any mergers or amalgamations of service providers.</p> <p>Rick Firth noted that the word “place” in Principle #2 is important as “place” should refer to other organizations, such as Heart & Stroke, Alzheimer’s, ALS, etc. He also noted that the patient population is “heading” towards Palliative Care. Rick also mentioned that “f”(Common record of care doc) within #4 (elements) should include a minimum of commonality of data and provide definitions (eg. What is a waitlist?). It should also provide a good data stream.</p> <p>Rick also questioned the Program Council itself. Who will be populating the Council? Will there be equal representation of competencies and organizational representations? Will there be regional representation and how will participation be encouraged? (travel fees, etc.). Rick went on to describe hospices in other LHIN’s and what they are doing to maintain their presence within their communities. Nancy Merrow asked Rick if there is a formula for the number of beds in a particular geography. Rick answered that it is approximately 7 (not long term) beds per 100,000. Nancy also asked Rick how aware he was of a provincial policy. Rick explained that the leadership group has been established and they were going forward with policy. The bureaucracy is trying to get the advisement piece completed before the next election in the fall so whichever government is elected will have it “in place and hopefully can then be established.</p>
Outcome	Recommended updates will be made to the Principles of Engagement piece. Karen Weisberg will email the Terms of Reference to the Committee for next meeting’s discussion.

Issue	Dr. Nancy Merrow’s Presentation “HPC Planning for CLHIN”
Discussion	Nancy Merrow presented a powerpoint presentation for approval by the Committee. This included a vision and a mission plan for stakeholder engagement. A number of suggestions/additions were made by the Committee. The overall concern is that the stakeholder engagements are all inclusive, transparent and occur in a timely manner. They must be specific and manageable and reflect the diverse demographics of the Program.
Outcome	Karen Weisberg will amend the presentation to reflect the suggestions of the Committee.

Issue	Workplan June -December 2011
Discussion	There was no time for discussion.
Outcome	Tabled for next meeting

Issue	Hospice Stakeholders Meeting
Discussion	There was no time for discussion.
Outcome	Tabled for next meeting.

Issue	Masters Student at LHIN
Discussion	There was no time for discussion.
Outcome	Tabled for next meeting.

Issue	PEOLCN Info
Discussion	There was no time for discussion.
Outcome	Tabled for next meeting.

The next meeting will be held July 13th 11:00 -1:00 at Central LHIN Boardroom.