

**RENAL PATIENT AND FAMILY ADVISORY COUNCIL  
MEETING MINUTES  
Tuesday, April 14, 2015  
5:00pm to 7:00pm  
Kidney Foundation Office, Westmount Mall**

**In Attendance:** George Goodlet (Chair), Fred McInnis (Vice Chair), Michael Hermiston, Bonnie Field, Brian Carroll, Mike McCracken, Don Smith, Angela Andrews, Philip Varughese, Deb Bezaire, Janice McCallum, Jarrin Slattery, Nancy Wilder, Paul Dixon, Carolyn Ingram, Dr. Rehman, Nikki Anderson, Dennis Hokansson

**Regrets/Absent:** Bill Landry, Dr. McIntyre, Robert Barnicoat

	Agenda Item	Discussion	Motion/Action Plan/Follow-up
1.1	Welcome, Approval of Minutes	-Quorum achieved -approval of April 14 minutes -Welcome extended to two guests, Anne Brinkman from the Kidney Foundation and Mike Smith, a potential new PFAC member	
2.1	Presentation	Anne Brinkman from the Kidney Foundation of Canada joined us to discuss the role of the KFofC, as well as the Peer Support program offered by the KF	-if you would like to get involved with the Peer Support Program, call Anne at 519-971-0910 or e-mail at peersupport@kidney.ca -the following is a link to sign up for Kidney Foundation E-News: <a href="http://eepurl.com/HORYj">http://eepurl.com/HORYj</a> -document attached to sign up for Kidney Living Magazine
3.1	Patient Resource Task Group	-the group met with Jill McTavish from library services, who provided them with a good place to start, and several resources regarding the set up of a resource centre	-the group will meet again to discuss the next steps

3.2	Patient Feedback Task Group Report	<ul style="list-style-type: none"> <li>-the proposal for the PFAC to visit satellite HD units has been accepted by Janice</li> <li>-the group will meet again soon to begin planning the initial visit to Woodstock Satellite unit</li> <li>-Deb is awaiting confirmation from Risk Management regarding patients travelling on hospital business</li> </ul>	<ul style="list-style-type: none"> <li>-once Janice has dates she will contact the Program Director of the Satellite Unit to begin the arrangement of the visits</li> <li>-Janice will also begin the process of informing the physicians and nurse practitioners who cover the satellite units</li> </ul>
3.3	Patient Transportation Task Group	<ul style="list-style-type: none"> <li>-the task group met today, and decided to start with a letter written to the managers of Paratransit, outlining issues that patients are experiencing</li> <li>-there was some discussion around copying the letter to city council and the head of the LTC in London, it was decided to start out with just going to paratransit first, then moving on to higher levels if we don't get a response</li> <li>-we plan to start with surveying all hemodialysis unit paratransit users to ascertain what the exact issues that paratransit users are experiencing</li> </ul>	
3.4 3.4.1	Newsletter Task Group Mailings of Newsletter to CKD/HH/PD	<ul style="list-style-type: none"> <li>- the next issue of the newsletter was published April 1<sup>st</sup></li> <li>-so far it has been sent via e-mail to all of the staff, and all of the satellite units to be printed there, as well as a link being placed on the Renal Patient Web</li> <li>-Angela provided an estimate of the pricing to send to CKD (856), PD (172), HH (60), as well as hand out to all in centre patients (337)</li> <li>-the cost would exceed \$3200 to do this</li> <li>-there is also an issue with gathering addresses of over 800 CKD patients, Angela has been looking</li> </ul>	

3.5	PEP Project	<p>into it, and it can't be done quickly, or easily</p> <ul style="list-style-type: none"> <li>-it was decided to mail out to Home Hemo and PD patients, and hand out to in centre patients, and then give copies to the physician's secretaries to put in the patient's charts who are attending clinic for the next 2 months</li> <li>-this started conversation about the Newsletter in general, is it a duplication of what the KF already supplies</li> <li>-we also talked about advertising the newsletter on the KF website, as well as providing a link to our webpage, part of the problem is that not many people are visiting the website</li> <li>-Angela has also been working on creating a link on the PFAC Web Page where individuals can go to sign up for an E-copy of the Newsletter</li> </ul> <p>-the group meets every Tuesday</p> <ul style="list-style-type: none"> <li>-the Nursing Care Model is fully implemented</li> <li>-Clinic Model will take effect in May</li> <li>-a Rounds Model change is being discussed, and will take effect in July if it goes through</li> <li>-they will go to Ottawa Hospital to see how they run their programs</li> <li>-they will resurvey the clinic groups when the changes are made, and the time trials of wait times in the clinic will be re tested once the changes are implemented</li> </ul>	
3.6	Patient Experience Coordinating Committee	<ul style="list-style-type: none"> <li>-the Patient Experience office is looking at how LHSC measures patient experience</li> <li>-right now the group is mostly being educated on about Patient Experience, and fusing as a group</li> </ul>	

4.0	Recap/ Parking Lot Document	<p>-George has not met with the hospital lawyers yet to discuss municipal water grants</p> <p>-since it's a new city council George would like to hold on this for now</p>	
5.1	Publicizing the Renal Pt Website	<p>-Fred requested that a label with the Renal Patient Website address be added to appointment cards</p> <p>-it was decided to add the Renal Patient Website address to the PFAC logo</p> <p>-Janice would also like to see the Renal Patient Web Address included on the front of all appointment cards</p>	-Bonnie will ask her daughter to add this to the PFAC "unlogo"
5.2	Budget	-Janice reported that she has approved the creation of a budget for the PFAC, Deb will be working on this over the next few months	
5.2	May 12 <sup>th</sup> Research forum	<p>-on May 12 at 0800am there will be a research forum showcasing the research that is used in practice by all members of the renal program</p> <p>-Dr. McIntyre is going to talk about his vision of including patients in the design of research projects, as well as focus on his arts based research in the afternoon, lunch will be included for those who stay all day</p>	-Angela will send the agenda when available, if you would like to attend, let Angela know
5.3	Letter to Patients for Medication Change	<p>-Deb asked for advice from the council on the wording of a letter intended for patients regarding a change from Heparin use to Dalteparin use during hemodialysis</p> <p>-it was recommended to add "there is no additional risk to using Dalteparin as to using Heparin" and "If you would like additional</p>	

5.4	Renal PFAC Planning Retreat	<p>information, please contact.....”</p> <p>-we are looking at a half day planning session in June, to look at where we go from here, and planning for next year’s council</p>	-Angela will be sending a Doodle request to find out everyone’s availability
5.5	National Volunteer Week	-this week marks National Volunteer Appreciation Week, and on behalf of LHSC we thank you for all of your work and dedication to the program and the council	
5.6	CKD Classes	<p>-it was suggested that a PFAC member be included in the CKD education classes, specifically class #1</p> <p>-we will ask for a volunteer at each meeting</p>	-Deb will talk with the Nurse Case Managers about having a PFAC member come to these classes to promote the council
6.1	Meeting Adjournment	<p><u>Next Meeting:</u> Tuesday May 12, 2015</p> <p><u>Research Forum:</u> Tuesday May 12, 2015 at 0800 am to 1230, or afternoon session until 4:00pm</p>	