




**RENAL PATIENT AND FAMILY ADVISORY COUNCIL
MEETING MINUTES
Tuesday October 11, 2016
5:00pm to 7:30pm
Kidney Foundation Office**

In Attendance: Fred McInnis (Chair), Paul Dixon (Vice Chair), George Goodlet (Past Chair), Philip Varughese, Betty Clinton, Deb Bezaire, Angela Andrews, Viengkham Chanthalan Sy, Cathy DuVal, Dr. Rehman, Robert Barnicoat, Nancy Wilder, Jarrin Penny, Anne Hutchison **Guests:** Cathy Litwin

Regrets/Absent: Dr. McIntyre, Deb Beaupre, Janice McCallum, Bonnie Field, Nikki Anderson, Don Smith, Mike Smith

| | Agenda Item | Discussion | Motion/Action Plan/Follow-up |
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| 1 | Welcome, Approval of Minutes | Minutes of September 13, 2016 approved as distributed. | |
| 2.1 | Falls Prevention Presentation Cathy Litwin | <ul style="list-style-type: none"> -Cathy Litwin from Patient Safety presented to the group about work on falls prevention being done by LHSC, falls prevention is a required organizational practice required for accreditation Canada. -advisors have been engaged and involved in the creation of educational materials and pamphlets for patients and families around falls especially in the ambulatory care setting -it's been identified that LHSC needs to focus more on having conversations with patients and families about their fall histories and identifying those who are at high risk for falls -high fall risks are often caused by medications, not calling staff for assistance, weakness and unsteady gait -November is Falls Prevention month, Fred suggested having an interview with Cathy to go into the newsletter in November -council members suggested information on past falls, and information that identifies patient as a high | Visit www.findingbalanceontario.ca email: cathy.litwin@lhsc.on.ca for more info |

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| | | <p>fall risk should be visible in chart, as well as posted in every patient room</p> <p>-council members also suggested the white boards in patient rooms should be used more regularly to communicate information like high fall risks</p> <p>-there is a Quality Patient Safety Week Oct 25/26/27, they are looking for advisors to represent patients at both VH and UH 08am to 10am, 10am to 12noon , 12noon to 2pm</p> | -let Angela know if you are interested |
| 3.0 | Task Group Reports | All task group members met last week to complete a project plan for each of the task groups | |
| 3.1 | Patient Resource Task Group | <p>The task group will meet and determine exactly what they want on the display, and Angela and Deb will contact the correct staff individuals to gather the information. Once this is completed, the display will be ready to go. There will be a suggestion box on the display as well. There will also be discussion on getting a volunteer to keep the PFAC bulletin boards at all sites up to date.</p> <p>Philip also mentioned that the task groups can use a live chat collaboration tool called hipchat.com to hold meetings; he has set up a trial page for the resource task group to see if it works well.</p> |  Communications Task Group Work Plan for :  Recruitment and Orientation Task Group |
| 3.2 | Communications and Patient Feedback Task Group and Satellite Visits | <p>-the group is planning on doing pfac visits to all of the in centre hemodialysis units, Angela will create a schedule for council members to volunteer since there are 3 dialysis units, 2 dialysis days, and 3 shifts with each day worth of patients to visit</p> <p>-the satellite unit report will officially go out to Janice next week, and there will be discussion at the Renal Executive about this also</p> <p>-the group also discussed a possible feedback survey for home hemo and PD patients</p> | Angela and Deb to gather education info. |
| 3.3 | Patient Transportation Task Group | Letter was mailed out to London Transit last week. Awaiting contact from them. | |
| 3.5 | Recruitment & Orientation Task Group | -recruitment plan will be streamlined, we will recruit July/August and Jan/Feb if needed, and hold a Renal PFAC specific orientation in August and February for new members | |

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| 3.6 | Patient Experience Coordinating Committee (PECC) | <p>-no dates available for Corporate orientation for new pfac members as of yet, the patient experience office is waiting for direction from new VP of Person Centred Care</p> <p>-Community of Practice survey results sent out to the PFAC, please review and bring any questions to Deb and Bonnie at the next meeting</p> |  Acrobat Document -Angela will resend to members |
| 4.0 4.1 4.2 | Open Discussion Save your veins CCO Person Centred Care Summit | <p>-Janna the vascular access RN for the renal program has sent a number of articles relating to the importance of saving your veins for fistula creation Angela will send out the articles, which might help to decide if the save your veins campaign is something that the pfac wants to pursue -Fred is on the agenda for the Renal Executive meeting to talk about the Save your veins campaign</p> <p>-Angela, Deb and Fred attended a person centred care summit in Toronto help by Cancer Care Ontario and Ontario Renal Network -there may be a recording of this event available on the ORN website, Angela will post link when available -a need for a network of communication between the different Renal PFAC groups throughout the province was identified -a commonality between Cancer PFACs and Renal PFACs was identified, which led to discussion on asking the LRCP to share their meeting minutes with the Renal PFAC and vice versa, Angela will put Fred and Paul in contact with the chair of LRCP -the Patient Portal for LHSC advisors will make communication between PFACs easier</p> | <p>http://www.surgery.usc.edu/vascular/vascularaccess.html</p> <p>http://www.surgeryencyclopedia.com/A-Ce/Arteriovenous-Fistula.html</p> <p>http://emedicine.medscape.com/article/419393-overview</p> |
| 5.0 5.1 5.2 5.3 | Housekeeping Summary of Action Items Next Meeting Date Events | <p>Tuesday November 8, 2016, 5:00pm to 7:30pm, Kidney Foundation Office</p> <p>Quality Safety Patient Week October 25/26/27, looking for advisors 08 to 10, 10 to 12, 12 to 2 to represent patient voice. Being held at UH and VH.</p> | <p>Angela will send more info</p> |