

BC SURGICAL ONCOLOGY NETWORK
MINUTES OF THE COUNCIL EXECUTIVE MEETING
September 21, 2007
4th Floor Boardroom, BC Cancer Agency

Attending:

Council Executive

- Dr. Noelle Davis, Chair, Council Executive, Provincial Program Leader, Surgical Oncology, BC Cancer Agency
- Dr. Abdul Aleem, Community Surgeon, Cranbrook
- Dr. Chris Baliski, Interior Health Authority Representative; Chair, Skin Surgical Tumour Group
- Dr. Rona Cheifetz, Chair, CPD-KT Committee; Surgical Oncology, BC Cancer Agency
- Ms. Stephanie Sainas, Corporate Director, Strategic Program Development, Provincial Health Services Authority
- Dr. Sam Wiseman, Vancouver Coastal Health Authority Representative

Staff

- Denise Des Lauriers, Program Assistant, Surgical Oncology Network (Recorder)
- Paul Mak, Programmer, Surgical Oncology Network
- Yasmin Miller, Manager, Surgical Oncology Network
- Chrystal Palaty, Special Projects, Surgical Oncology Network

Regrets:

Council Executive

- Dr. Nadine Caron, Northern Health Authority Representative
- Dr. Andy Coldman, Vice-President, Population Oncology, BC Cancer Agency
- Dr. Peter Doris, Chair, Research & Outcomes Evaluation Committee; Fraser Health Authority Representative
- Dr. Blair Rudston-Brown, Co-Editor, SON Newsletter; Vancouver Island Health Authority Representative
- Dr. Simon Sutcliffe, President, BC Cancer Agency
- Dr. Michelle Sutter, Northern Health Authority Representative
- Dr. Garth Warnock, Head of Department of Surgery, University of British Columbia

Staff

- Colleen McGahan, Biostatistical Analyst, Surgical Oncology Network
- Sharon Thomson, Director Clinical, Operations, Surgical Oncology, BC Cancer Agency

1. Approval of the Agenda

The agenda was approved as circulated.

2. Approval of the Minutes of the May 4, 2007 Council Executive Meeting

The minutes were approved as circulated.

3. Old Business

3a. Approval of the Terms of Reference

The Terms of Reference were approved as circulated.

3b. Approval of the Remuneration Policy

The Remuneration Policy was approved as circulated.

3c. Surgical Representative on Council

An invitation was sent April 23, 2007 to Drs. Rungta and Sivertz, Associate Deans, Postgraduate Medical Education, Faculty of Medicine, UBC, to identify and invite surgical residents to join the Surgical Oncology Network Council Executive and Committees. To date no response was received and no surgical residents have been recommended. It was suggested that Dr. Ravi Sidhu, Program Director, Postgraduate Education, Department of Surgery be contacted next.

R. Cheifetz will be speaking to residents in January and will discuss this matter with the residents themselves to see if there is any interest.

Action: Y. Miller will contact Dr. Sidhu to invite surgical residents to join the SON Council Executive and Committees. R. Cheifetz will address residents in January 2008 and invite volunteers to join.

4. New Business

4a. Activity Update

Y Miller circulated an activity reported based on the 2007-08 SON Activity/Strategic Plan.

CPD-KT

- The topic for the SON 2007 Fall Update is Endocrine Surgical Oncology. A program brochure was circulated outlining the course content and speakers for this event, which will be held on October 27, 2007 at the Fairmont Waterfront.
- The SON has been awarded the following unrestricted educational grants for 2007:
 - \$5000 – Genzyme
 - \$3000 – Novartis
 - Up to \$1200 – Royal College of Physicians and Surgeons of Canada
 - \$1000-\$2000 – UBC Dept. of Surgery
 - \$1500 – BC Surgical Society
- The topic for the 2008 Fall Update will be Rectal Cancer. A survey was circulated to BC surgeons in June to identify areas of interest to help develop course content.
- The fall issue of the SON newsletter will profile the Skin Surgical Tumour Group.

ROE

- The Surgical Oncology Network Physician Contact Database has been created. The database will support a more strategic approach to implementing Network activities. Forms have been mailed out to surgeons and data is now being collected and entered into the database. The database will include contact information on all surgeons and physicians licensed by the BC College of Physicians and Surgeons with an interest in cancer surgery.

- Data collection for the two-year follow up for the Rectal Cancer Monitoring Study is complete. Data clean-up and analysis is underway. There are 510 patients in the cohort of which 476 (93.3%) patient files have complete data; 34 (6.7%) patient files do not have data for the two year follow up period past the date of rectal surgery. Dr. T. Phang et al are aiming to submit an abstract to one or more of the following: American Society of Colorectal Surgery, American College of Surgeons, BC Surgical, Journal of the American Medical Association, Diseases of the Colon and Rectum.
- Dr. C. Brown and C. McGahan are working on a study comparing the databases of the Colorectal Cancer Outcomes Unit (CRCOU), Cancer Registry and SON Rectal Cancer Monitoring Study. The main focus of this study will be to compare the CRCOU database to CAIS colorectal patients, using the SON data as supplementary data to examine certain hypotheses that are unable to be carried out using CAIS.
- C. Palaty is coordinating the process of submitting paper work to request data from the Ministry of Health. The development of a Privacy Impact Assessment is underway. Cindy Brice, Director Information Access, PHSA is providing advice. A draft of the PIA will be circulated to the Data Request Working Group for review and input in November.

CP

- N. Davis, R. Cheifetz and C. Brown are discussing developing a standard summary - a minimum dataset for the more common tumour sites that would include pre-operative indicators, imaging and staging and operative findings. Once a minimum dataset is developed it will be distributed to the SON Surgical Tumour Groups to customize for the specific tumour sites and then to the BC Cancer Agency Tumour Groups for further review.
- C. Palaty is working with N. Davis to coordinate information and draft an article on the Consensus Statements for Management of the Axilla.
- On October 3, 2007, Dr. Walley Temple, Clinical Director, Cancer Surgery Alberta, Alberta Cancer Board, and Evangeline Tamano, Program Leader, will be presenting Alberta WebSMR to members of the BC Cancer Agency, Surgical Oncology Network and PHSA. WebSMR is an internet-based tool that provides surgeons in Alberta with a standardized electronic approach to capturing surgical records.

Don Henkelman, Chief Information Officer and Stephanie Sainas, Corporate Director, Strategic Program Development, will attend on behalf of the PHSA.

At this meeting the SON will present its SONOR System (Surgical Oncology Network Outcomes Reporting System), using the Rectal Cancer Monitoring Study and the Physician Contact Database to illustrate how the reporting system would work if these databases could be linked and interface with the Cancer Registry and CIHI data from MoH.

We will take this opportunity to discuss the Canadian Partnership Against Cancer (CPAC) Cancer Guidelines Action Group's plans for synoptic reporting, and the next steps for moving forward in the process of developing an application for funding from CPAC.

4b. Physician Contact Database

P. Mak gave a demonstration of the Surgical Oncology Network Physician Contact Database which was created by the SON to better manage communication with the surgeons of BC. The database will enable the Network to better target surgeons for mailings, CPD-KT events, and identify speakers, mentors and proctors for particular events or educational initiatives. It will also enable the SON to identify surgeons who could act as hospital representatives or facilitators to help implement SON initiatives such as the outcomes reporting system. This database will be able to integrate with other databases to provide a variety of reports.

4c. Review of SON

The Council Executive voted to have an external review of the SON. It has been about six years since the creation of the Network and it is time to review the mandate and progress to date. The review will assist with strategic planning. An external person will be contracted to speak with surgeons across the province and evaluate whether all regions in BC are appropriately represented, review existing relationships (BC Cancer Agency, PHSA, UBC Department of Surgery, Health Authorities, etc.), identify priorities, identify areas that need further development, help set direction and make recommendations. It was recommended that someone with a surgical oncology background be contracted such as Dr. Rene Lafreniere, Regional Clinical Department Head of Surgery, Calgary Regional Health Authority, Foothills Medical Centre.

Action: N. Davis will identify an external reviewer and draft terms of reference for the contract in consultation with the Council Executive.

4d. Annual Meeting

The SON Annual Council meeting is taking place on January 25, 2008 in Vancouver. The Council Executive is asking members of the Council to bring forward ideas and topics of interest for the Agenda. If you have any suggestions please forward them to Yasmin Miller, Manager, SON at ymiller@bccancer.bc.ca.

Next Council Executive Meeting:

The next meeting of the Council Executive will be the Annual Council Meeting on January 25, 2008.