ONCOLOGY NURSING SOCIETY
CHEMOTHERAPY (CHE) SPECIAL INTEREST GROUP MEETING
APPROVED MINUTES

DATE: Thursday, April 28, 2005
PLACE: Orlando Florida, Orange County Convention Center, Room 315B
TIME: 5:15 PM (ET) – 6:30 PM (ET)
RECORDER: Karen Roesser

ATTENDEES: (List of attendees attached)

I. Announcements – J. Held-Warmkessel
   A. There are five presentations that are sponsored by the Chemotherapy SIG or co-
      sponsored by the Chemotherapy SIG. This is the most ever accepted for presentations.
      The membership is pleased with the number of sessions being presented by the
      Chemotherapy SIG.
   B. Need for reviewers for next NCI “Chemotherapy and You” booklet. Need 15 reviewers
      now and 15 at a later date. Request form given to members present. Notify J. Held-
      Warmkessel if interested in volunteering.
   C. The SIG has regional representatives from several US regions. Feel free to contact
      regional representatives in your area for questions.
   D. Looking for site-specific experts. Request form given to members present and
      information in newsletter sent out last week.

II. Approval of 2004 CHE SIG Meeting Minutes
    Minutes (previously sent to all members) of CHE SIG were approved by members present.

III. CHE SIG Leadership Conference Call
    A conference call was held in February with the SIG coordinator, coordinator-elect and
    regional representatives. Discussed lack of response (9%) return from Quality Assessment
    and Improvement Survey sent to membership.

IV. Low Meeting Attendance
    Those present discussed that this time competes with dinner programs. Will ask ONS to
    change time of this meeting. Also, J. Held-Warmkessel to try to get sponsorship of this
    meeting as dinner program for next year.

V. Accessing CHE SIG Virtual Community
    Discussed the difficulty in accessing the CHE SIG web site. S. Eisenberg stated that he
    agreed. In an effort to make this easier for this membership, the latest newsletter had an
    article that addressed this issue and described the process in detail.
VI. **SIG Newsletter**
A. Not all SIG membership is receiving the newsletter by email. S. Eisenberg will inquire with C. DeMarco about this issue. Anyone not receiving the newsletter by email is encouraged to contact C. DeMarco at ONS.
B. Writers for newsletter articles needed. S. Eisenberg (newsletter editor) encouraged membership to write articles. Articles do not need to be more than 1-2 pages. Send email to S. Eisenberg.
C. Four newsletters are published per year (January, April, July and October).
D. Send query in newsletter about those who are reading newsletter to S. Eisenberg link in newsletter - 71 responses so far.
E. Minutes from this meeting will be in next newsletter.
F. Those present said they liked present format of newsletter. S. Eisenberg and C. Dougan thanked for their work as editors.
G. Popular newsletter articles: New drug information; side effect management; clinical practice questions. Include “Tumor of the Quarter” article (i.e. “What’s New in thyroid Cancer?”)

VII. **Strategic Plan**
Those present reviewed the plan. The plan is reviewed on a yearly basis. Ideas for 2005-06 were discussed. Group discussed interest in developing a stronger relationship with the Targeted & Biological Therapies SIG.

VIII. **Poster/Scrapbook**
Unable to locate. J. Held-Warmkessel asked for a volunteer to “take on” this project. Contact her if interested.

IX. **Topic Submission Ideas**
Discussion of possible program on mixing of chemo as some office nurses are doing this. Encouraged to bring this idea to the ONS Steering Council.

**Institutes of Learning 2005**
1. Sarcoma Therapy
2. Clinical Hot Topics
3. Mini-Institute on Safe Handling

**Congress 2006**
1. Chemotherapy for Non-Oncologic Persons – K. Roesser will submit
2. Biotherapy/Chemotherapy for Hematologic Diseases – J. Held-Warmkessel will submit
3. Overview of Pancreatic Cancer inc. Chemo Treatments – No known experts within this group. Pharmaceutical reps. May know contact person for this topic.

**Institutes of Learning 2006**
1. Safety Program re: Chemotherapy – J. Held-Warmkessel/M. Polovich will submit

X. **New ONS Chemotherapy Guidelines**
Will be published in June. Discussed changes in BSA dosing and use of nomogram.

XI. **Adjournment**
The meeting was adjourned at 6:30 p.m.
Attendees List for CHE SIG Meeting

SIG Members
Ann Balcom       Jeanne Held-Warmkessel       Angeles Price
Sherry Cooker    Catherine Hydzid             Mark Robison
Alexis Depue     Anne Kratz                  Karen Roesser
Steven Dickinson Susan Mason *              Millie Toth
Seth Eisenberg   Marcy Osterhaus            
Kathleen Fleming Martian Polovich

Not SIG Members
Rosemary Hirchert
Rosalyn Jones-Waters  rjones-waters@sleh.com
Megan Sargeant    ivybess134@verizon.net

* Interested in being in a work group