



Canadian Society of Hospital Pharmacists
Soci t  canadienne des pharmaciens d'hˆpitaux

CSHP Nova Scotia Branch
General Meeting

March 25, 2015 1800-1930 h
Room 44, Bethune Building, VG Site, QEII HSC, Halifax, NS

Present: (as per signature list)

Samantha Scott	Nadine Grimm	Richard Lee
Michelle ten Brinke	Andrea Meade	Jenn Isenor
Jennifer Turple	Heather Neville	Melanie MacInnis
Valerie Murphy	Nicole Hunter	Mia Losier
Pam McLean-Veysey	Lisa Nodwell	Stephanie Lucas

The General Meeting was preceded by a continuing education program "*Clinical Pharmacy Practice in the Pediatric Emergency Department – An Emerging Specialty*" by Melanie MacInnis, BSc (Pharm), PharmD and Eleanor Fitzpatrick, RN, MN, ENC(C). The CE program was accredited for 1.5 CEUs (CED #: CED-2105-270).

- Welcome**
The meeting was called to order by Lisa Nodwell (Branch Council President) who welcomed members to the meeting. Lisa introduced the Branch Council Members who were present at the meeting. She also put out a call of interest for volunteers for the CSHP NS Branch Committees (Membership, Awards and Education).
- Approval of the Agenda**
There were no conflicts of interest to declare. It was moved and seconded (ten Brinke/McLean-Veysey) to approve the Agenda.
Motion carried.
- Approval of the General Meeting Minutes** from November 26, 2014
It was moved and seconded (Neville/Meade) to approve the minutes from the November 26, 2014 General Meeting.
Motion carried.
- Announcements**
 - In- Memoriam – Ms. Betty Anne O’Toole and Dr. James Gordon Duff
Lisa Nodwell announced that the Branch In-memoriam for Ms. Betty O’Toole and Dr. Duff would take place officially at the CSHP NS Branch Annual General Meeting/Awards Ceremony in May 2015.
 - CSHP 2015 Branch Updates: Success story and upcoming webinars
Lisa Nodwell announced that there was a tie for first place for CSHP 2015 Success Stories Competition Nova Scotia Branch Contest Winners 2014: [Clinical Pharmacy Key Performance Indicators: Unlocking Quality Patient Care by Andrea Meade, Kent Toombs](#), Capital District Health Authority, Halifax, NS Branch Contest Winner 2014 (tie) **and** [Patient’s Own](#)

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[Medications \(POM\) Project: A Quality Improvement Project in General Surgery Patients](#) by Kelly Foster, Leah Edmonds, Lucas Thorne-Humphrey, Heather Neville, Victoria General Hospital, Halifax, NS Branch Contest Winner 2014 (tie)

Lisa also asked members to look for upcoming webinars: [Deprescribing in the Elderly: Trials, Tribulations and New Strategies](#) is upcoming April 27, 2015.

5. Correspondence

(a) Correspondence from **Bruce Millin** regarding CSHP Executive Officer visit to NS Branch (Dec. 19/14 & Jan. 15/15) and **Glen Pearson** (Mar. 19/15) CSHP National will be sending Glen Pearson to present at the AGM Education Day and at the Awards Ceremony for the 75th Anniversary of the CSHP NS Branch.

(b) Correspondence from **Irene Rice**, Estate and Trust Department, TD Wealth Private Trust (Jan. 15/15) and **Catherine Walker**, Walker Law Inc. (Jan. 30/15) regarding the estate of Dr. Gordon Duff
Lisa received an email from TD Wealth Private Trust indicating that CSHP NS Branch will be a beneficiary of Dr. Duff's will and testament.

(c) Correspondence from Janet Lett regarding the CSHP Branch Competition (Feb 3/15) and Annual CSHP Foundation Report (Mar 10/15)
Lisa reported that the "\$25 for 25 Year Anniversary" competition yielded \$16,000 in donations from the branches for the CSHP Research and Education Foundation. This was an increase of more than \$3,000 from 2013. There was also a 44% increase in the number of CSHP members who donated. The winner of the competition was the Newfoundland and Labrador Branch.

6. Old Business

(a) Strategic Planning (National) – Lisa Nodwell
The CSHP National Strategic Plan 2015-2018 Draft was discussed at SES last summer and again at MBM.
Action: Lisa N. to seek feedback on draft as our branch will need to do strategic planning soon.

(b) Corporate fundraising update – Lisa Nodwell for Paul MacInnis
Lisa N. recognized Paul MacInnis for his efforts in corporate fundraising. At the last Branch Council meeting there was discussion regarding the duration of recognizing corporate sponsors. Branch Council developed an action plan to draft a Branch Corporate Sponsorship Policy. This policy will also help clarify issues such as unique sponsorship requests (for example a sponsor requiring receipts in order to sponsor a meal).

(c) Communication update (teleconferencing) – Heather N., Pam M., Jenn T.)
The CSHP NS Branch Council made the decision to get a subscription for WebEx. This will allow for CE events to be recorded and a limited number of members will be able to log on from home/work to view CE events. WebEx will also be able to be used for Branch meetings. The



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directions for Branch members to use WebEx are posted on the Branch website. Jennifer Turple will be point person for WebEx for now.

Action: Stephanie Lucas to send email to branch members regarding WebEx access.

7. **New Business**

- (a) Student membership (Role of mentee) – Lisa N. and Heather N.
The development of the role of the student mentee position has been started. Jessica Killen (student member) has expressed interest in this position and in helping to develop a description (ToR) for the role. She will also work on a project (such as developing Pharmacy Awareness Month (PAM) tools/materials and will share resources with other hospitals.
- (b) Pharmacy Awareness Month (PAM) update (CSHP NS Branch) – Heather N. and Jessica K.
The goal is to raise PAM awareness at other hospitals and share resources (e.g. CSHP, PANS materials). The directors were emailed this year and next year they will continue to build onto their efforts. Shared resources can be found under the “Member Resources” heading on the Branch website.
Action: Branch Council to send note of appreciation to PANS for recognizing hospital pharmacy practice in their PAM campaign.
- (c) CSHP Branch fee 2015-16 - Pam M.
There will be no increase in the CSHP NS Branch Membership fee for 2015-2016.
- (d) Council Nominations 2015/15 – Pam M.
An email will be sent to Branch members regarding the President Elect Branch Council position seeking interested members. This will also be posted to the Branch website.
Also of note, Jennifer Turple will be stepping down from her position as PANS Representative in the fall. The election for this position will be done through PANS.

8. **Reports**

- (a) NSCP (Melanie MacInnis) – The NAPRA sterile compounding guidelines are to be approved in April 2015. Other items discussed during the last NSCP meeting included the CBC Marketplace discussion (NSCP was represented by Bev Zwicker); Strategic Planning – Expanded scope of pharmacy practice; review of the final draft of the testing standards.
- (b) PANS (Jennifer Turple) – The PANS AGM and Refresher will take place at Oak Island Resort and Spa on September 25-27, 2015. PAM Campaign 2015 is almost finished (see YouTube PANS channel commercial which included the expanded scope of practice for pharmacists and hospital pharmacy practice). Also, \$2 million was received from the provincial government for the Minor ailments demonstration projects. NS



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pharmacists have administered approximately 100,000 vaccinations to date.

- (c) Treasurer (Heather MacKeen) – Heather sent regrets. Report deferred.
- (d) Delegate (Kim Abbass) – Please refer to Kim Abbass' report which will be available for the AGM in May.
- (e) Advocacy (Nadine Grimm) – Advocacy had two meetings in November 2014 and March 2015. CSHP National “missed the boat” for PAM this year as campaigns were not sent out in time. Will try to have ready for next year's PAM. An Advocacy Toolkit is currently being prepared (will have audio/slide deck).
- (f) Committee updates (Awards, Education, Membership, Corporate Fundraising, Website Coordinator)

Awards – Email regarding Awards went out this week. Dinner for the Awards evening this year will be held at the Tap Room in Halifax for the 75th CSHP NS Branch Anniversary Celebration. The in-memoriam for Dr. Duff and Betty Anne O'Toole will also take place at the Awards Dinner.

Education (Jennifer Isenor) – See attached report from Jennifer Isenor. Valerie Murphy is the new Education Committee Junior Chair and will become the Senior Chair. The incoming Junior Education Committee Chair will be Kelly Foster. The AGM will take place on May 2, 2015. There is the possibility of an additional lunch CE in the fall. CSHP now has a subscription to WebEx available for CE events. An evaluation question for WebEx will be added to the Education Committee CE evaluation forms.

Membership (Andrea Meade and Michelle ten Brinke) – There was a PAM event at the Dalhousie College of Pharmacy (CSHP members Nadine Grimm, Samantha Scott, Kelly Foster attended). Forty students attended and the benefits to students of becoming a CSHP member were discussed. There is also a Membership postcard campaign. At the National Membership level a video explaining 10 benefits of being a CSHP member is being developed.

It was moved and seconded to approve the reports (Neville/Grimm). **Motion carried.**

Meeting Adjournment Motion: Turple/Murphy. **Motion carried.**

Recorded and respectfully submitted by Stephanie Lucas.

Attached Reports:

Education Committee Report

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Attached Reports



EDUCATION COMMITTEE REPORT

March 25, 2015

Submitted by: Jennifer Isenor and Valerie Murphy
Chairs, Education Committee, CSHP NS Branch

1. Chairs
 - Kristi Shepherd is on maternity leave
 - Valerie Murphy is the Junior Chair and will become Senior Chair in the upcoming year
 - Kelly Foster will then take on the role of Junior Chair
2. Third CE of Year
 - Lunchtime CE January 29 "ICU Topics for Non-ICU Pharmacists" with Gina Vaninetti and Lucas Thorne-Humphrey. Very well attended with excellent feedback. Telehealth was available (as during the day) and used successfully. Webex was used for two sites to further test the software. The feedback on Webex was positive.
3. Fourth CE of the Year
 - Held today in conjunction with the General Meeting. The topic was "Clinical Pharmacy Practice in the Pediatric Emergency Department – An Emerging Specialty" with Melanie MacInnis and Eleanor Fitzpatrick. Melanie presented as part of the requirements of completing the Pharmacist Clinical Experience Program.
4. AGM/Education Day
 - May 2, 2015 at the Dickson Building, VG Site, Halifax, NS
 - Program nearly finalized, details to be sent out in early April
5. Addition of a Second Lunch Time CE?
 - Sponsorship has increased, due to excellent fundraising efforts; therefore, we are considering adding an additional CE to the year.
 - Lunch time CEs have been very successful, so we are considering adding in a second lunch time CE to bring total CEs to 5 plus AGM/Education Day
 - Please send any feedback to Jenn or Valerie
6. Teleconferencing
 - Telehealth may continue to be available for lunch time CEs
 - Webex will be used for evening CEs and sites without Telehealth access