

International Society of Nurses in Cancer Care

## **Strategic Process Progress Report**

### **Vision**

*To be recognized as the  
voice for oncology nursing in  
the international arena*

**Report 2004-2006  
Presented to  
Business Meeting 2006**

## Critical Success Requirements – Set in 2002/Reaffirmed in 2004

Requirements to Achieve Vision	Current Status
1. Stable financial base	<p>Under review – report from Finance Committee pending Amount in Accounts /Amount in Investments/Amount contributed to Conference Account</p> <p>Independent Audit underway as of September 2006</p>
2. Recognition as an international organizational leader in oncology nursing	<p><b>International Council of Nurses:</b> Regular communication exchange and requests for participation in ICN activities M.Fitch met with J. Oulton, in Apr/04, Sept/05 and Feb/06 M. Fitch attended the INC Congress in Taipei 2005 M. Fitch attended World Health Professional Alliance Congress – Geneva, May/06.</p> <p><b>World Health Organization Nursing Division:</b> Regular communication exchange New Nursing Director now in place in Geneva and ISNCC needs to communicate with her</p> <p><b>UICC:</b> Attended UICC Conference on Cancer Control Dublin Ireland 2004 Participation in UICC Nursing/supportive care committee for Congress in Washington DC, July 2006</p> <p><b>The Global Breast Cancer Summit</b> M.Fitch attended meetings in Jan/05 and Jul/06 and contributed to publication of guidelines</p> <p><b>1<sup>st</sup> International Congress on Cancer Control (Vancouver-Oct/05)</b> M.Fitch served on planning committee ISNCC/CANO/CAPCA-Nursing co-hosted a meeting for nurses</p> <p><b>United Nations and PanAmerican Health Organization</b> Written communication received only</p> <p><b>ISNCC Representative Participation in Member Organizations</b> Various Board members participated in member organization conferences and, in some instances, provided presentations</p>

<b>Requirements to Achieve Vision</b>	<b>Current Status</b>
<p>2. Recognition as an international organizational leader in oncology nursing (Cont'd.)</p>	<p><b>Presentations at Cancer Nursing Conferences</b>  M Fitch as President :  Keynote Lecture Conference of the Taiwanese Oncology Nursing Society  Taipei, Taiwan June, 2005  Tiffany Lectureship at the Royal Marsden Hospital , July 2005  Keynote Address 25<sup>th</sup> International Nursing and Midwifery Research  Conference, Dublin , Ireleand 2005  Keynote Address 2<sup>nd</sup> International Cancer Nursing Conference -  Amman, Jordan, April 2006</p> <p><b>Stakeholder Participation</b>  American Nurses Association/American Cancer Society – Initiative on  Survivorahip  GOAL – Global Oncology Allicance – alliance of surviour organizations  from around the world</p>
<p>3. Effective working relationship (partnerships)</p>	<ul style="list-style-type: none"> <li>• Pursuit of collaborations with pharmaceuticals for sponsorship and exhibition support (@ECCO, @ ONS, @ ASCO)  Collaborated on three focus group sessions with cancer nurses for Lilly (Paris, Toronto) and GSK (Innsbruck)  Co-Chaired Global Advisory Group for Novartis (Rome)</li> <li>• Partnership activity with: <ul style="list-style-type: none"> <li>• Multidisciplinary Association of Supportive Care in Oncology and The International Society of Oral Oncology  Conferences in Miami/04; Geneva/05, Toronto/07</li> <li>• International Association of Psychosocial Oncology  Upcoming symposium planned – Venice 2006</li> <li>• International Gynecological Society of Oncology  Conference in Edminburgh, Fall 2004  Upcoming symposium planned – Santa Monica 2006</li> <li>• International Radiation Oncology Association  Task force to write radiation nursing syllabus</li> <li>• Oncology Nursing Society  Congress attended in 2004, 2005 and 2006</li> <li>• European Oncology Nurses Society  ECCO –12, ECCO-13 and Spring Convention 2006</li> <li>• Canadian Association of Nurses in Oncology  Leadership Insitute and 2006 Conference</li> <li>• South African Cancer Nursing Society  Leadership Institute</li> </ul> </li> </ul>

**Strategic Directions:** Five strategic directions were identified to focus our activities 2000 – 2004  
They were reaffirmed in 2004 at the Board meeting in Sydney.

Strategic Direction	Activity (date)
A. Enhance revenue base of ISNCC	<p>Monitoring Items (Items to be assessed were: Investments have resulted in _____being deposited to ISNCC accounts /Expenditures over past 12 months/Corporation profit to ISNCC:) <b>Update:</b> Awaiting results of independent financial audit</p> <p><u>Items for Action</u></p> <ul style="list-style-type: none"> <li>• Development of budget process <b>Update:</b> discussions have occurred by HO and template to come to Board meeting for committees and for subsequent overall</li>   <li>• Development of account report system <b>Update:</b> still awaiting regular, easil read reports of financial status; progree has been made regarding the invoicing and back-up of files; Sage accounting system still presenting challenges</li>   <li>• Design of fundraising plan <b>Update:</b> paper outlining sources of revenue for the Society presented to Paris Board meeting; Philanthropy proposal presented to HO in Spring and will come to Board in Toronto</li>   <li>• Design of sustaining member category and seeking of 1–2 organizations to join; [terms written and currently being used in meetings with potential organizations] <b>Update:</b> Debate underway about whether it is too soon to seek this; we need a better track record before this is truly viable</li>   <li>• Design and implementation of a proactive membership campaign (all categories) <b>Update:</b> membership brochure created in time for Toronto</li>   <li>• Establish new partnership approach with member organization for conference planning/regional activities <b>Update:</b> The partnership model was implemented with the 2004 conference and again with the 2006 conference; lessons learned from the intital experiance were applied to the second (i.e., an overall steering committee was implemented for policy and financial managements)</li> </ul>

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B. Enhance the visibility of ISNCC	<p><u>Items for Action</u></p> <ul style="list-style-type: none"> <li>• Membership campaign initiated by Membership Committee <b>Update:</b> new brochure ready for Toronto Conference</li>   <li>• Education Committee <ul style="list-style-type: none"> <li>- Development and translated position statements on new topics</li> <li>- Dissemination of Palliative Care Curriculum</li> <li>- Dissemination of Breast Cancer Curriculum</li> </ul> <b>Update:</b> Grant obtained by Connie Henke Yarbro to create and distribute a CD ROM of the Breast Cancer Curriculum </li>   <li>• Partnership activity with other International organizations <ul style="list-style-type: none"> <li>- ICN</li> <li>- WHO</li> <li>- MASCC</li> <li>- UICC</li> <li>- UN</li> <li>- PAHO</li> <li>- Cancer Control Conference</li> </ul> <b>Update:</b> Activity has occurred with all but UN and PAHO </li>   <li>• Website Development <ul style="list-style-type: none"> <li>- Website to be a key tool for visibility – needs to be enhanced and functioning well</li> </ul> <b>Update:</b> Progress on this front has been slow. Some updates and refinements have occurred. </li>   <li>• Partnership Activity with Member Organizations <b>Update:</b> A memorandum of understanding has been signed with EONS. Collaborative concurrent sessions have been organized at ECCO and ISNCC conference. ONS continued to work collaboratively regarding the pre-conference research workshop. MASCC/ISOO and ISNCC have been collaborating to offer a plenary session at the Toronto conference. ISNCC was represented on the Planning Committee for both the MASCC and ISOO conferences in 2006 </li>   <li>• Development of Regional Activity and Profile by Board Members (see list of responsibilities) <b>Update:</b> Description of Board member responsibilities was finalized and circulated. Members have been speaking about the Society at various meetings (no updated list available) and making use of the PP Presentation developed for this purpose. </li> </ul>

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<p>C. Becoming more efficient in how we do our business</p>	<p><u>Tools for Business efficiency</u> Executive Meetings (face to face) at least annually and telephone quarterly</p> <ul style="list-style-type: none"> <li>• Monthly “broadcast” communication to Board members</li> <li>• Communication with Committee Chairs (see organization chart)</li> <li>• Regular teleconferences between President and Secretariat (at least monthly)</li> <li>• Secretariat reorganized responsibilities (L. Piem responding to member inquiries, etc.; C. Armstrong focused more on linking with organizations and companies/developing initiatives)</li> <li>• Board Meeting face-to-face or teleconference?</li> </ul> <p><b>Update:</b> the number of meetings and teleconferences has risen considerably in the past year. It was clearly evident that regular and frequent meetings are of paramount importance in moving the Society forward. A face-to face Board meeting in Paris in Nov/05 provided evidence that the Board does need to meet in the intervening conference year. A major issue remaining is mobilizing the work of the Board beyond the Honorary Officers and having the committees become effective and productive.</p> <p><u>Items for Action</u></p> <ul style="list-style-type: none"> <li>• Board orientation package under development <b>Update:</b> still under development; papers have been identified but need to be pulled together and put on the web</li> <li>• Policies and Procedures being gathered/organized <b>Update:</b> still in development, plan to come to Board meeting</li> <li>• Continue discussions regarding Board size; achieving governance role <b>Update:</b> Honorary Officers have developed a paper proposing a restructured Board; paper has been revised based on input from Board members and will be discussed at the Toronto Board meeting</li> <li>• Finalize Terms of Reference for all committees; involve non Board members in activity of committee <b>Update:</b> template for Terms of Reference for Committees to come to pre-conference Board meeting for subsequent use by each committee</li> <li>• Can website be developed as a way to enhance our efficiency? <b>Update:</b> An area on the web-site has been created for use by the Board members. Board members need to become comfortable in using it. There needs to be a system of document management so that everyone is able to check and retrieve documents easily.</li> </ul>

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<p>D. Strengthen links/connections with members</p>	<p><u>Performance Past Year</u></p> <ul style="list-style-type: none"> <li>• Board members have attended the following events in 2004-2005-2006 as ISNCC representatives: <ul style="list-style-type: none"> <li>- <u>M. Fitch</u></li> <li>- Oncology Nursing Congress, Anaheim (April, 2004)</li> <li>- MASCC Miami Conference (June 2004)</li> <li>- <u>C. Henke-Yarbro</u></li> <li>- Health Professional Collaboration Conference (ICN sponsor) (May, 2004)</li> <li>- ASCO, New Orleans (June, 2004)</li> </ul> </li> </ul> <p>Member publications include ISNCC information/mention:  –Chinese Nursing Association Journal  –Canadian Association of Nurses in Oncology  –  –</p> <p>Member publications include Conference Information:  –Oncology Nursing Society  –Canadian Association of Nurses in Oncology  –European Oncology Nurses Society</p> <p><u>Items for Action</u></p> <ul style="list-style-type: none"> <li>• Membership campaign/all categories  <b>Update:</b> membership brochure ready for Toronto conference</li> <li>• Newsletter: revamping Editorial Committee: C. Cooley is chairing; looking for 3–4 members to be involved who have newsletter/journal experience  <b>Update:</b> Chair is still in processes of finding individuals who will serve on this committee.</li> <li>• Website: new Chairperson/revitalization of committee  <b>Update:</b> committee reviewed and made recommendations. Some update work has been done. Issues emerged with website manager and this needed to be changed.</li> <li>• "Adopt a Society"  – need to profile and promote program  <b>Update:</b> no new work to date</li> </ul>

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<p>E. Increase the availability of educational and research opportunities in oncology nursing</p>	<p><u>Items for Action</u></p> <ul style="list-style-type: none"> <li>• Newsletter Committee (see committee report)</li>   <li>• Educational Committee: (see committee report)</li>   <li>• Research Committee (see committee report)</li>   <li>• Website Committee: (see committee report)</li>   <li>• Piloting Institute of Leadership  <b>Update:</b> Two Leadership Institutes were held . The first was in Toronto in June 2005 and the second in Capetown in April 2006. Both were evaluated very highly.</li>   <li>• Continue to seek travel scholarships for conferences/workshops  <b>Update:</b> A record number of 30 applicants were brought forward for the 2006 conference. Funding was available to support 25 to attend the conference. Visa issues still remain a problem.</li> </ul>