Acknowledgements

The Canadian Hospice Palliative Care Nurses Group (CHPC NG) would like to acknowledge the support and assistance of the following associations, companies, employers, and members.

Canadian Hospice Palliative Care Association

Canadian Nurses Association

Purdue Pharma

In-kind support for the members of the executive provided by the following employers:
- Calgary Urban Project Society, Calgary, AB
- Canadian Virtual Hospice, Winnipeg, MB
- Continuing Care Division, Yukon Territorial Government
- Mississauga Halton Community Care Centre, Mississauga, ON
- Regional Palliative Care Leadership Team, Rehabilitation, Continuing and Palliative Care Program, Eastern Health St. John’s, NL
- JE Simpson Consulting Ltd, Hammonds Plains, NS
- Mount Royal University, Calgary, AB
- Red Deer Hospice, Red Deer, AB
- Trillium Health Partners, Mississauga, ON
- University of Victoria, Victoria, BC
- Victoria Hospice Society, Victoria, BC
- Winnipeg Regional Health Authority Palliative Care Program, Winnipeg, MB

In-kind support of individuals from the CHPC NG general membership who assisted on Standing Committees. Specific names are included within the Standing Committee Reports.
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CHPC Nurses Group Executive Board

The Canadian Hospice Palliative Care Nurses Group (CHPC NG) is an interest group of the Canadian Hospice Palliative Care Association (CHPCA). The affairs of the CHPC NG Group is managed by an elected Executive Board that is composed of the following:

A. President
B. Past-President
C. President-Elect
D. Secretary/Treasurer
E. Provincial/Territorial Representative for Northern, Western, Eastern, Central
F. Communication Coordinator

The following individuals are members of the Executive Board:

President: Judy Simpson, RN, BN, MEd, CHPCN(C) Halifax (2012 - 2014)
Past-President: Darcee Bidgood, RN, BSN, MSN, CHPCN(C) Victoria (2012 - 2014)
President-Elect: Gregg Trueman, RN, BScN, MN, PhD, CHPCN(C) Calgary (2013 - 2014)
Secretary/Treasurer: Coby Tschanz, RN, BN, MN, PhD (Candidate) Victoria (2012 - 2014)
Communication Coordinator: Brenda Hearson, RN, BN, MN, CHPCN(C) Winnipeg (2011 - 2013)
Eastern Representative: Carmel Collins, RN, BN, NP-PHC, CHPCN(C) St. John’s (2012 - 2014)
Central Representative: Julia Johnston, RN-EC, BScN, MN, CHPCN(C) Toronto (2012 - 2014)
Western Representative: Cheri Purpur, RN, CHPCN(C) Red Deer (2012 - 2013)
               Vacant (2013-2014)
Northern Representative: Margriet Blok RN Whitehorse (2011-2012)
               Sharon Specht BA, RN, BScN, CHPCN(C) Whitehorse (2013)
Mission and Objectives

Mission

The Canadian Hospice Palliative Care Nurses Group will:

1. Define and advance the unique body of knowledge and the holistic approach used in hospice palliative care nursing.
2. Support hospice palliative care nursing research, education, practice and administration at a national level.
3. Promote hospice palliative care networking opportunities to enhance communication and learning among Canadian nurses.
4. Influence hospice palliative care public policy development at the national and provincial level.

Objectives

1. To aid the advancement of hospice palliative care (hpc) nursing through the promotion and facilitation of evidence informed nursing practice.
2. To develop, review, maintain and promote national hpc nursing standards of care for hpc nursing practice guided by CHPCA Norms of Practice and Canadian Nurses Association’s (CNA) standards of practice.
3. To collaborate with the CNA on certification and competencies development and revisions for hpc nursing.
4. To provide and promote educational events directed at enhancing hpc nursing practice that will bridge a gap between nursing education and nursing practice.
5. To collaborate with and raise the profile of hpc nursing across the nursing profession, interprofessional teams and with the public.
6. To promote effective communication at a national level among members of this specialty.
7. To maintain an affiliation with the CNA, provincial/territorial associations and related nursing and other groups.
8. To work in collaboration with the CHPCA around common strategic planning and other initiatives that would involve hpc nursing.
9. To promote the development and maintenance of quality practice environments that facilitate the delivery of optimal hpc nursing.
10. To participate in developing strategies for building capacity for hpc nursing research in Canada.
11. To demonstrate leadership in hpc nursing by participating in and continuing to advocate for quality care, interprofessional collaboration, effective communication, and development of mentors.
President’s Report

It is hard to believe that I have completed the first year of my presidency. As I reflect back on the past year I cannot help but be impressed by the many accomplishments of our Group.

The CHPC NG elected executive is made up of nine palliative care nurse leaders from across the country who volunteer their time and energies to fulfill the group’s mandate. They remain committed to its mission and goals and welcome change and the ability to grow as a group.

In September of 2012 the executive had a planning teleconference to discuss the 2012-2013 work plan. We recognized that there was a lot of work to be done however agreed that the work plan needed to be realistic and focus on the priorities identified by hospice palliative care nurses. Consensus was reached that the 2012-2013 work plan would focus on the following priorities:

- Membership (Recruitment and Retention)
- Revision of our Terms of Reference
- Education in Support of Certification
- Communication
- Revision of Standards of Practice
- President-Elect Position

In order to meet the above priorities working groups/committees were formed chaired by Nurses Group executive, members at large from the Nurses Group as well as interested non-member palliative care nurses.

This annual report will highlight the work as it relates to the strategic directions set for the 2012-2013 year. A report from each of the working groups/committees is being provided.

As president of the Nurses Group I have had a very busy year and been involved in a number of activities that supported the work of the executive including:

- Preparing for and chairing monthly teleconferences
- Managing financial affairs of the Nurses Group in collaboration with CHPCA
- Assisting the Nomination Committee to develop and implement processes for the President-Elect position
- Responding to correspondence and requests from groups such as Canadian Nurses Association (CNA), Canadian Association of Schools of Nursing (CASN), Health Canada and other nursing specialties
- Coordinating CHPC Nurses Group responses to invited surveys for example CNA Certification Eligibility Criteria, CNA Environmental Survey
- Executing the role of official spokesperson for the group
- Supporting partnerships with groups such as CNA, CASN, Canadian Nursing Student’s Association (CNSA) and other nursing specialties
- Overseeing and assisting CHPC NG working groups/committees
- Informing CHPCA of activities of CHPC Nurses Group
I have selected a few specific activities from the list above to highlight in more detail.

In January 2013 I was part of a panel of five specialty groups who presented at the Canadian Nursing Student Association annual conference held in Halifax, Nova Scotia. The aim of the panel was to share our respective specialties, to explain what motivated us to be a member of our given specialty as well as to encourage nursing students to consider becoming members of a specialty upon graduation. As part of the panel presentation we heard from the students about their interest in joining and being active voting members of a specialty group. This forum provided an excellent opportunity for dialoguing with future nurses, many of whom expressed a keen interest in hospice palliative care nursing.

In March 2013 the Canadian Nurse published an article on Palliative and End-of-Life Care. With the help of Darcee Bidgood, Past-President, I prepared a response to this article on behalf of the Nurses Group. The response provided an opportunity to highlight the work being done by the Nurses Group and encouraged nurses to join our group. The response was published in the May 2013 Canadian Nurse.

In March 2013 the Nurses Group was invited by CNA to take a leadership role in the review and revision of their End-of-Life Position Statement. The executive has accepted this invitation and in the Fall 2013 we will be forming a committee to work with CNA on this very important task. It is expected that the committee will be made up of a chair from the executive as well as members at large from our Group.

I represent the Nurses Group on the Canadian Network of Nursing Specialties (CNNS), a group that brings together forty-three specialty groups who collectively represent more than 44,000 nurse members. I attended quarterly teleconferences that focused on a number of very interesting and relevant projects, one being the Governance Structure of CNA. In addition I had the opportunity to participate in the nomination and selection of the two CNNS representatives who will sit on the CNA Board of Directors.

In March 2013 the CHPC NG unanimously agreed to nominate Sharon Baxter, CHPCA Executive Director, for one of the two public representative members on the CNA Board of Directors for the 2013-2015 term. I prepared and submitted the nomination papers with the assistance of Darcee Bidgood, Past-President, and on June 21, 2013 we received word that our nomination was successful and Sharon will join the CNA Board effective September 1, 2013. We are delighted that Sharon has
been selected as one of the two public representatives and know that she be a strong advocate for palliative and end-of-life care issues.

The Nurses Group carries out all of their work through monthly one-hour teleconferences and email correspondence. It is becoming increasingly difficult for the group to complete their mandate in this way and to especially plan and build for the future. The executive agreed to the concept of a facilitated one-day strategic planning exercise which I am pleased to co-lead. A strategic planning day committee was established and is planning the day which will be held in conjunction with the CHPCA annual conference being held in October 2013. CNA has provided the services of Norma Freeman, to facilitate the strategic planning exercise and with her help we look forward to discussing where are we now, where do we want to go, how will we get there and how will we monitor and evaluate our progress. We are committed to sharing the results of the strategic planning day with our members via the Listserve.

The CHPC NG is a volunteer led, member-run association and none of what we do would be possible without the support of our partners, our sponsors, our employers, and the engagement and participation of our members. I wish to thank CHPCA, CNA, our employers and our members, for the work and support you provide your colleagues and patients every day. As well, I would like to thank the members of the Nurses Group Executive for their leadership and vision in moving our initiatives forward. Collectively the participation and support of partners, sponsors, employers, the Executive and our members has made my first year as President much easier.

I am honoured to be your president and look forward to working with you in the second year of my term.

Respectfully submitted,
Judy Simpson, President, CHPC NG
Past-President’s Report

The Past-President has chaired three of the CHPC Nurses Group subcommittees including:
- Membership
- Terms of Reference
- Nominations

Membership Committee

The CHPC Nurses Group recognized that in the past few years membership numbers were steadily declining. A decision was made to create a Standing Membership Committee as membership is a priority for the future of the group. Several brainstorming sessions were held prior to the creation of the standing committee. Both executive members and general members from the NG were invited to participate. The Membership Standing Committee is chaired by the Past President and has at least one other executive member and at least one member from the Nurses Group general membership.

A Membership Strategy was developed with input from the executive board. The strategy includes goals, targets, actions, supports, resources as well as identifying a wide variety of actions and time frames. One of the first actions was to develop a newsletter article and send to as many contacts as possible, starting with Provincial Hospice Palliative Care organizations across Canada. Several of these organizations published the article during the past year. The committee is working with CNA and CHPCA to ensure our message is provided to as many nurses as possible. Executive members attending conferences were also provided with written material to hand out to nurses who attended those conferences. To encourage and welcome French speaking nurses many of the NG documents are being translated into French and will be available on the website. Next step will be to send the information to colleagues who work in hospice palliative care areas and to nurses who hold Canadian Hospice Palliative Care certification with CNA. Some of the future considerations include using social media, developing awards, and connecting with other nurses groups. The committee members recently developed a terms of reference to guide the work of the committee.

For more information or if you are interested in joining the Membership Standing Committee please contact Darcee Bidgood at bidgood@shaw.ca

Membership Standing Committee Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Location</th>
<th>Executive Board Member</th>
<th>NG Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Darcee Bidgood (Chair)</td>
<td>British Columbia</td>
<td>Yes-Past President</td>
<td>Yes</td>
</tr>
<tr>
<td>Sharon Specht</td>
<td>Yukon</td>
<td>Yes-Northern Representative</td>
<td>Yes</td>
</tr>
<tr>
<td>Cheri Purpur</td>
<td>Alberta</td>
<td>Past Western Representative</td>
<td>Yes</td>
</tr>
<tr>
<td>Carmel Collins</td>
<td>Newfoundland</td>
<td>Yes-Eastern Representative</td>
<td>Yes</td>
</tr>
<tr>
<td>Debbie Squires</td>
<td>Newfoundland</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>
Terms of Reference Committee

The CHPC NG terms of reference state that the document requires review every three years. A significant revision was done in 2009 and passed at the AGM in 2010. A standing committee was struck in early 2013 to undertake the work of reviewing, editing and revising the current TOR. The committee consists of a chair, at least one executive member and at least one general member. This year’s committee included Darcee Bidgood (chair), Sharon Specht (executive member) and Terri Woytkiw (general member). The committee also received guidance from Mary Hughes (general member) on selected items. Following the revisions made by the committee the TOR were then shared with the executive board members for input and feedback prior to sharing with the general NG membership. Besides some grammatical edits most of the revisions were in the roles of the executive board members and the addition of a new position, President Elect.

For further information about the work of this committee please contact Darcee Bidgood at bidgood@shaw.ca

Terms of Reference Standing Committee Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Location</th>
<th>Executive Board Member</th>
<th>NG Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Darcee Bidgood (Chair)</td>
<td>British Columbia</td>
<td>Yes-Past President</td>
<td>Yes</td>
</tr>
<tr>
<td>Sharon Specht</td>
<td>Yukon</td>
<td>Yes-Northern Representative</td>
<td>Yes</td>
</tr>
<tr>
<td>Terri Woytkiw</td>
<td>Alberta</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Acknowledgement to Mary Hughes of PEI for information and guidance

Nominations Committee

During the course of the last year the NG has had several changes in executive board membership. Unfortunately two regional representatives had to step down from the board. We acknowledge the contributions of Cheri Purpur, who held the Western Rep position for almost 2 terms and the Northern Rep, Margriet Blok who served the group for almost one term.

Although the board opted not to replace Cheri for the last few months of her term, we did replace Margriet and we welcomed Sharon Specht to serve the remainder of the term. The board also made a decision to invite/appoint a member to hold the president elect position as no one on the current board was able to take on the role of president for the next term. We are excited to welcome Gregg Trueman of Alberta as President Elect (2013-2014).

Election of vacant positions for this year will be held in Ottawa at the AGM and include:

Northern Rep, Western Rep and Communications Coordinator. The NG executive thanks the following members for their commitment and leadership in the aforementioned positions: Margriet Blok, Sharon Specht, Cheri Purpur and Brenda Hearson. If anyone is interested in more information about the board...
positions please contact Darcee Bidgood at bidgood@shaw.ca or Judy Simpson at judy@simpsonconsulting.ca

Nomination Standing Committee Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Location</th>
<th>Executive Board Member</th>
<th>NG Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Darcee Bidgood (Chair)</td>
<td>British Columbia</td>
<td>Yes-Past President</td>
<td>Yes</td>
</tr>
<tr>
<td>Judy Simpson</td>
<td>Nova Scotia</td>
<td>Yes-President</td>
<td>Yes</td>
</tr>
<tr>
<td>Brenda Hearson</td>
<td>Manitoba</td>
<td>Yes-Communication’s Coordinator</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Respectfully submitted,
Darcee Bidgood, Past-President, CHPC NG
Standards Committee Report

The CHPC NG Standards Sub-committee membership is co-chaired by Julia Johnston and Coby Tschanz. Members include: Rose Deangelis, Patricia McQuinn, Jacki Morgan, Laurie Anne O’Brien, Lori Rietze, and Susan Young. Meetings were held monthly in accordance with our terms of reference.

The next revision of the Standards is to be published in 2014. Following our perpetual calendar schedule we spent a considerable amount of time soliciting feedback about the 2009 version of the Standards from CHPC NG members (via listserv & survey monkey) and from CNA CHPC certified nurses. Despite efforts response rate was minimal. Coby Tschanz also held a focus group of interested RNs who provided feedback to be incorporated into future revisions. As of August 1, 2013 all feedback received is being synthesized. In future we will plan time at each AGM to discuss the Standards in some detail.

During the 2013 AGM we would like to pose the following questions:

1. Did you receive the request for feedback that would guide our revision? Please tell how you decided to respond or not.
2. How else could we receive feedback about possible revisions?
3. What ideas might we bring forward to CNA with regard to the use of specialty standards and development of competencies relevant to exam design?

Standards Committee Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Location</th>
<th>Executive Board Member</th>
<th>NG Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coby Tschanz (Co-Chair)</td>
<td>British Columbia</td>
<td>Yes-Secretary/Treasurer</td>
<td>Yes</td>
</tr>
<tr>
<td>Julia Johnston (Co-Chair)</td>
<td>Ontario</td>
<td>Yes-Central Representative</td>
<td>Yes</td>
</tr>
<tr>
<td>Rose Deangelis</td>
<td>Quebec</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Patricia McQuinn</td>
<td>New Brunswick</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Jackie Morgan</td>
<td>British Columbia</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Laurie Anne O’Brien</td>
<td>Newfoundland/ Labrador</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Lori Rietze</td>
<td>Ontario</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Susan Young</td>
<td>British Columbia</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Respectfully submitted,
Julia Johnston and Coby Tschanz, Co-Chairs of Standards Committee, CHPC NG
Communications Coordinator Report

Communications

The Nurses Listserve continues to be an ‘active’ vehicle for palliative care nurses to exchange information across the country. Via the Listserve, nurses share resources, expertise, and are kept informed of news, educational opportunities and upcoming events. Approximately 166 nurses currently participate in this forum.

I have worked closely with CHPCA staff to keep the CHPCA website Nurses Page up-to-date. A new initiative this past year, was to translate key Nurses Group documents to French for distribution and posting on our Nurses Page.

Education

Increased emphasis was placed on conducting an environmental scan of the CNA certification exam study resources available across Canada. Communication with deSouza Institute staff encouraged and resulted in the Institute opening their Study Course to nurses from across Canada starting January 2014. The updated list of resources will be shared with CNA, for inclusion on their hospice palliative care (hpc) certification exam page. Our group supports the Certification Exam by updating the nursing standards/competencies, exam preparation, and encourages and supports nurses preparing to write the national exam.

Respectfully submitted,
Brenda Hearson, Communication Coordinator, CHPC NG
# Financial Report

## Canadian Hospice Palliative Care Nurses Group

**Statement of revenues and expenses**

Year ending June 30, 2013  
July 1, 2012-June 30, 2013

### Revenue:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Beginning Balance as of July 1, 2012</td>
<td>$13,535.65</td>
</tr>
<tr>
<td>4495 Nurses Membership</td>
<td>$1,930.00</td>
</tr>
<tr>
<td>4300 Corporate Donations</td>
<td>$0</td>
</tr>
<tr>
<td>4200 General Donations</td>
<td>$25.00</td>
</tr>
<tr>
<td><strong>Total Revenue July 1, 2012 - June 30, 2013</strong></td>
<td><strong>$1,955.00</strong></td>
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</tbody>
</table>

### Expenses:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>5440 Clarity Conferences (monthly executive and committee teleconferences)</td>
<td>$579.87</td>
</tr>
<tr>
<td>5120 Dues and Subscriptions</td>
<td></td>
</tr>
<tr>
<td>Nursing 4.0 Campaign CNF</td>
<td>$207.80</td>
</tr>
<tr>
<td>Canadian Network of Nursing Specialties Membership (CNA)</td>
<td>$250.00</td>
</tr>
<tr>
<td>5320 Postage</td>
<td>$74.01</td>
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<tr>
<td>5520 Translation</td>
<td>$751.84</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>$1,863.52</strong></td>
</tr>
</tbody>
</table>

### Revenue minus expenses July 1, 2012-June 30, 2013

- **$91.48**

### Ending Balance at June 30, 2013

- **$13,627.13**

### Notes:

1. CHPCA manages the CHPC NG account including accepting membership fees and donations and paying all expenses incurred by the group.
2. This financial statement represents fairly the financial position of the CHPC NG.
3. The CHPC NG will hold a strategic planning day on October 30, 2013 and a budget of $12,000.00 has been allocated to support participation (travel, accommodation and a Per Diem for meals) by all members of the executive.
4. The above Ending Balance at June 30, 2013 will cover the costs associated with the strategic planning day and leave the CHPC Nurses Group financially secure to cover expenses for the coming year.

Respectfully submitted,

Judy Simpson, President, CHPC NG and Sandie Lessard, CHPCA
Nursing Certification Report

Certified Hospice Palliative Care Nurses in Canada CHPCN(C)

About Certification

As cited on the CNA Website:


“CNA certification is a voluntary, recognized credential for registered nurses who meet specific nursing practice criteria, continuous learning and exam-based testing requirements. The credential, which must be renewed every five years, confirms your proficiency in a nursing specialty/area of nursing practice by having met predetermined standards.

Certification represents a commitment to the leading edge in health-care standards, and it gives national scope to continuing competence initiatives mandated by provincial/territorial quality assurance programs. When you achieve certification it shows your commitment to a national standard of professional expertise and in-depth understanding in your area of nursing practice.

Certification is now offered in 20 specialties/areas of nursing practice, with PeriAnesthesia being administered for the first time in 2014!”

Benefits

Becoming certified indicates to patients, employers, the public and professional-licensing bodies that you are qualified, competent and current in a nursing specialty/area of nursing practice. It distinguishes you as a registered nurse who “Cares to Be the Best”. Benefits include:

- Greater job opportunities
- Career advancement
- Potential for salary differentials and reimbursement of certification exam costs
- Workplace recognition
- University credit toward a nursing degree
- Mentoring and exam development opportunities
Hospice Palliative Care became a CNA specialty in 2004 and based on the most recent statistics ranks 5th in regards to the number of certified nurses in a given specialty. As of April 2013 we have 1408 nurses who are certified. The map shows the number certified by province.

![Map showing the number of certified nurses by province.](image)

* Information suppressed to protect privacy (1-4)
** Information suppresses to protect privacy (5-9)

Source: Canadian Nurses Association Certification Bulletin – Number 15, Spring Summer 2013.

There has been consistent growth in the number of nurses certifying/recertifying per year. Table 1 shows the CHPCN(C) National Growth per year.

Table 1: CHPCN(C) National Growth per Year

<table>
<thead>
<tr>
<th>Year</th>
<th>Growth</th>
</tr>
</thead>
<tbody>
<tr>
<td>2004</td>
<td>491</td>
</tr>
<tr>
<td>2005</td>
<td>756</td>
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<tr>
<td>2006</td>
<td>916</td>
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<tr>
<td>2007</td>
<td>1103</td>
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<td>1247</td>
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<td>2009</td>
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</tr>
<tr>
<td>2010</td>
<td>1279</td>
</tr>
<tr>
<td>2011</td>
<td>1345</td>
</tr>
<tr>
<td>2012</td>
<td>1408</td>
</tr>
</tbody>
</table>

Source: Canadian Nurses Association Certification Bulletin – Number 15, Spring Summer 2013

Respectfully submitted,
Judy Simpson, President, CHPC NG