

## ND PALLIATIVE CARE TASK FORCE SUBGROUP MEETING MINUTES

1/31/2018

**Present:** Shannon Feist, Hospice Manager Sanford Health Bismarck; Tammy Theurer, Hospice Director, CHI Health at Home Bismarck; Jessica Reier, Executive Assistant/Project Manager, HRRV; Nancy Joyner, Independent Consultant, Pall. Care Consultant; Tracee Capron, Director HRRV; Rochelle Schaffer, Director Sanford Hospice Bismarck; Trina Kaiser, FNP CHI Bismarck; Katie Ambuehl, FNP Altru

**TOPIC 1:** Role of Chair and Co-Chair for Subgroup working on defining PC and hospice

**DISCUSSION:** At the 8/2017 meeting the group made a decision to send out an email to all participants on this subgroup to see who would be interested in the positions as turnout was low on the phone call today. Jessica will send a follow up email to all participants and define the roles of each position. Rochelle Schaffer and Shannon Feist will co-chair the meeting.

**TOPIC 2:** Definition of Palliative Care and Hospice

**DISCUSSION:** Reviewed national websites and definitions for both. Group decided to use the palliative care definition from the Center for Rural Health as written out on the slides from the survey results. This consists of a definition followed by a bulleted list of more information about palliative care. Group discussed this for hospice as well.

**FOLLOW UP: Each member/agency will come up with a definition for hospice and a bullet point list to follow. NHPCO terminology was shared as a guideline. Submit to Jessica Reier by February 16, 2018.**

**TOPIC 3:** Distribution of Information

**DISCUSSION:** How will the information and definitions get out in the communities? Will be shared with those in the group and those who participated in the survey.

**FOLLOW UP:** Tracee/Jessica will contact Sally May to obtain email list of those who completed the survey so the information can be shared with those respondents. Will discuss further at next meeting once the definitions have been finalized.

**TOPIC 4:** Next meeting date/time

**DISCUSSION/FOLLOW UP:** Jessica will send out calendar invites for potential dates for the next meeting the week of February 19, 2018.