

MINUTES

Wednesday 13 December 2023

2:00pm – 3:00pm (AEDT)

Attendees: Michael Cain, Jenny Casanova, Miranda Chan, Kimberley-Ann Kerr (deputy chair), Liam King, Chi Hao La (committee member), Neil Lam (committee member), Dan McKavanagh, Courtney Oar (committee member), Michael Powell, Gail Rowan, Marissa Ryan (co-chair), Geeta Sandhu (co-chair), Bharti Tailor, Kate Wright (committee member), Fran Doughton (COSA)

AGENDA ITEM		RESPONSIBLE OFFICER
1. Acknowledgement of Country		MR/GS
2. Apologies/ Conflicts of Interest	Apologies: Shaun O'Connor No conflicts of interest declared	MR/GS
3. Previous Minutes	Confirmed by CO	MR/GS
4. Chair's report	<p>Achievements:</p> <ul style="list-style-type: none"> - Foundation and Advanced CPG courses - COSA ASM 2024 (included invited international pharmacist speaker) + CPG dinner - Mab Safe Handling Position Statement publication - Pharmacists accessing Medicines Access Portal - Mentoring of Fijian pharmacists as part of COSA Global Oncology including facilitating attendance of Fijian pharmacists at the Foundation course <p>Collaborations:</p> <ul style="list-style-type: none"> - KK on COSA Geriatric Oncology Group's Executive Committee - Joint education with international groups - BOPA/CaPHO/ISOPP webinars, BOPA podcast - Part of ISOPP Global Leaders Group - Continued sponsorship of BOPA/COSA conference reciprocal member attendance <p>Input into responses for:</p> <ul style="list-style-type: none"> - Healthy Workplace Culture in Health Systems - Vic Capability Framework for Cancer Services <p>COSA related contributions</p> <ul style="list-style-type: none"> - Marryalyan - Annual Report <p>Moving forward in 2024:</p> <ul style="list-style-type: none"> - Review of COSA Safe Prescribing, Dispensing and Administering Guidelines - Research fellowship program development - Continued cancer pharmacy international group collaborations 	MR/GS

	<ul style="list-style-type: none"> - Opening EOI to CPG membership for contribution with CPG related initiatives - CPG Foundation and Advanced Course Weekend - Delivery of the Pharmacology of Cancer Chemotherapy Course for Medical Oncology Advanced Trainees - Chair's Newsletters to update CPG membership regularly 	
5. Verbal updates on CPG courses/events	<p>15th Annual Foundation course:</p> <ul style="list-style-type: none"> - 24-25 June 2023 in Sydney for 2 day course - Approx 78 attendees including 3 x NZ and 1 x Fijian pharmacists - Majority of attendees < 2 years cancer pharmacy experience - Small additions to program to include clinical verification workshops - Overall positive feedback and continued shaping format for future course - Sponsorship including existing pharma groups but new sponsor L'Oreal-La Roche-Posay Group <p>Advanced Seminar :</p> <ul style="list-style-type: none"> - 16-17 September 2023 in Melbourne 1.5 day course involving clinical updates and workshops from pharmacy, nursing and medical - Approx 72 attendees - Overall positive feedback with attendees indicating they would attend again - New sponsorship from L'Oreal- La Roche-Posay Group - Looking at targeting course to differing levels of 'advanced' experience <p>COSA ASM</p> <ul style="list-style-type: none"> - 50th anniversary with Faye Coe as invited international pharmacist speaker - Medicine Matters session well attended with array of topics - Abstract poster and oral contributions from CPG members - CPG Dinner replaced pre-COSA workshop (Faye Coe + GR speakers). 62 registrations that included other disciplines and topic generated a lot of interest 	<p>CO</p> <p>KK</p> <p>CHL</p>
6. COSA ASM 2024 Update	<p>At Gold Coast Convention Centre 13-15th Nov 2024</p> <p>Michael Powell is co-convenor, and CO and Miranda Chan will be CPG reps on the organising committee.</p> <p>Theme – equity with a focus on cancers with poorer outcomes</p>	MP/CO
7. Future activities	<ul style="list-style-type: none"> - Combined education weekend for CPG Foundation and Advanced Course in 2024 - Build bigger partnerships with other special interest groups - Continued international collaborations for education with various groups. - Safe prescribing, dispensing and administration guidelines led by Krissy Carrington. Membership will be advised of EOI. 	MR/GS
8. CPG Executive Committee and Membership update	<p>Sonia Cuan will step down from the committee in 2024</p> <p>Marliese Alexander is on maternity leave from the committee (since Sept 2023)</p> <p>Neil Lam continued on committee for Zeinab Reslan (maternity leave 2022-2023)</p> <p>2023 review of CPG Committee TOR – accepted by CPG members in attendance</p>	MR/GS
9. Other Business	<ul style="list-style-type: none"> - DM asked about sponsorship for CPG events and whether they needed to be initiated earlier by ASN. Scheduling both CPG 	MR/GS

	<p>courses at the same place/time will potentially attract more sponsorship</p> <ul style="list-style-type: none"> - JC asked if CPG Dinner or Pre-ASM Workshop will be run in 2024. TBA but dinner in 2023 was a pilot. - LK asked if input was needed for CPG course material from members. Fixed process from feedback by delegates and review of content annually by invited speakers. Accreditation of courses is unlikely to occur due to expense and evolving nature of course(s). 	
<p>10. Next Meeting (TBC)</p>	<p>TBC</p>	