

**Maryland Comprehensive Cancer Control Plan  
Palliative & Hospice Committee Meeting  
May 11, 2010, 3:30 – 5:30 p.m.  
University of Maryland School of Nursing, Room 400**

**Co-Chair:** Deborah Sherman, PhD, CRNP, Professor and Assistant Dean for Research;  
Co-Director, Center for Excellence in Palliative Care and Research,  
University of MD, School of Nursing

**Co-Chair:** Susan Evans, MS, RN, Oncology Navigator Coordinator, Upper Chesapeake  
Cancer LifeNet

**MEETING SUMMARY**

**Meeting Accomplishments/Decisions:**

- 1) Described the stakeholder groups.
- 2) Refined the definitions related to awareness, acknowledge, access and action.
- 3) Reviewed the draft of the health policy makers, legislators and included the group insurers
  - committee members are scheduling another meeting to integrate insurers into this section with recognition of the influence of strategies related to the other stakeholder groups
  - strategies may be made more general as to not identify the specific stakeholder responsible for implementation of a strategy
- 4) Deb Sherman incorporated all the changes into the chapter draft, and worked to make measureable the smart objectives.

**Next Steps:**

1. Each stakeholder group is asked to write no more than 2-doubled spaced pages that provides ,based on the literature, the context for the 4 A's (Awareness, acknowledge, access and action) for their stakeholder group. Please also provide a list of references. Please submit by mid-June.

2. The chapter will be formatted so that all the context is upfront in the chapter and the list of Goals/Objectives/Strategies is at the end. Deb Sherman will write the general introduction and each of the groups will have no more than 2 pages for their stakeholder group. Deb Sherman will edit the document together to make coherent. The goal is to reduce the page numbers. The Goal, 4 A objectives, related strategies

and smart objectives will be placed after the introduction to keep it consistent with other chapters.

3. We will need to prioritize the strategies given that for the hard copy we should have only the two most important strategies for each of the 4 As for our respective stakeholder groups—however, all strategies will be available on the website with the crosswalk table.

*We will have a draft copy of the chapter by the second week of July and will plan a face-to-face meeting to review and revise the chapter---the chapter should be ready for submission by the end of July.*