



Annual Report  
2019-2020

Cancer Nurses  
Society of Australia 







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## Strategic Aims

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To achieve its mission CNSA undertakes the following strategic aims:

- Developing and disseminating resources which contribute to advances in cancer nursing practice;
- Facilitating research in the area of cancer nursing that will contribute to improvements in the care of people with cancer;
- Taking a leadership role in addressing the educational needs of cancer nurses;
- Collaborating with other groups and organisations involved in the development and provision of services to people with cancer;
- Promoting cancer nurses' contribution to national cancer control activities and policy; and;
- Providing opportunities for professional networking amongst cancer nurses.

## Values

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CNSA's vision, mission and strategic aims are supported by these core values:

**Unity** - we value the contribution of our members and volunteers, as well as the support of our partners and stakeholders, as we work towards shared goals with a unified voice.

**Excellence** - excellence underpins all activities of the society.

**Innovation** - we are creative and use knowledge to advance the practice of cancer nurses, progressing contemporary ideas to create sustainable value for the society and meeting its changing needs; and

**Collaboration** - we collaborate and openly seek opportunities to influence and build partnerships.



## Mission Statement

*“Promoting excellence in cancer care and control through the professional contribution of Cancer Nurses”*

## Vision Statement

*“Best possible outcomes and experiences for all people affected by cancer”*

To achieve this mission, CNSA acts as a resource to cancer nurses around Australia, no matter what their geographical location or area of practice. The CNSA is the link between cancer nurses in Australia, the consumers of cancer nursing services, and other health professionals involved in cancer care.

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### Priority Area Our Learning

**GOAL: Advance the Professional Development of Cancer Nurses**

#### KEY FOCUS AREAS

- 1.1 Provide access to educational resources and activities which will enhance excellence in cancer nursing practice
- 1.2 Promote, facilitate and showcase quality cancer nursing research

2

### Priority Area Our Voice

**GOAL: Raise the Profile of CNSA and the Role of Cancer Nurses**

#### KEY FOCUS AREAS

- 2.1 Articulate and promote the essential contribution of the nurse in cancer care and control
- 2.2 Profile the society as the peak body for cancer nurses in Australia
- 2.3 Influence cancer care and control activities and policy

#### Core Values

##### Unity

We value the contribution of our members and volunteers, as well as the support of our partners and stakeholders, as we work towards shared goals with a unified voice.

##### Excellence

Excellence underpins all activities of the society.

##### Innovation

We are creative and use knowledge to advance the practice of cancer nurses, progressing contemporary ideas to create sustainable value for the society and meeting its changing needs.

##### Collaboration

We collaborate and openly seek opportunities to influence and build partnerships.

3

### Priority Area Our Members

**GOAL: Understand, Sustain and Grow our Membership**

#### KEY FOCUS AREAS

- 3.1 Engage with, retain and understand the needs of its members
- 3.2 Identify, attract and recruit new members
- 3.3 Deliver benefits responsive to members' needs
- 3.4 Collaborate effectively with members

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### Priority Area Our Organisation

**Ensure Organisational Governance and Sustainability**

#### KEY FOCUS AREAS

- 4.1 Ensure financial sustainability
- 4.2 Ensure best practice governance and operational structures
- 4.3 Ensure timely succession planning for key roles in the organisation



*What a year it has been!  
Over the past 12 months,  
the team at CNSA has been  
busy implementing a range  
of new benefits, processes  
and engagement strategies  
to ensure our members  
feel supported and our  
stakeholders are informed.*

## Executive Officer's Report



Throughout the year, our Specialist Practice Networks and State Groups also ran a series of educational workshops nationally with close to 1,000 participants in over 20 events. These events provided members the opportunity to network in a local setting, and discuss topical issues and problems faced by their patients.

We are also in the process of introducing two new SPNs to provide networks for those interested in Genito Urinary Cancer and Older Persons with Cancer, and have added a new North Queensland and Northern Territory State Group to ensure we have a voice for our members in this region.

We've also welcomed two new editors to the AJCN, along with new Chairs and Committee Members to our Research Standing Committee and Education Standing Committee, and formed a new Communications Standing Committee to improve the way we interact with our members and stakeholders alike.

It has been a year of growth with record numbers at the 2019 Annual Congress, our membership numbers continuing to swell, the introduction of a new education platform offering free CPD for our

members and the highest interaction yet with Sosido, our knowledge-sharing platform.

We also introduced several member benefits, as we moved towards a stronger online presence to allow members to engage with the Society at a time that works for them.

These benefits included:

- A second year of access to the WCEA CPD platform, allowing our members to access world class CPD 24/7. An app version is also currently in development – watch this space for an announcement coming soon.
- Two more years of access to Sosido, allowing cancer nurses to communicate important announcements, keeping CNSA members updated with the latest research impacting their practice, whilst fostering a community where members can crowdsource information, discuss trending topics and network with peers.
- The move from a hardcopy journal to an online publication, with the Australian Journal of Cancer Nursing now available through a digital platform.



CNSA also continued to award education and research grants for members, including:

- Nine professional development grants to support members attending national/international professional development events
- A research grant of \$15,000 to support a project exploring *"Specialist Cancer Nurses' Engagement in Clinical Supervision"*

The impact of COVID-19 cannot be ignored, but we believe CNSA has grown from strength to strength as we moved our education online and introduced a series of weekly webinars for our members and the wider nursing workforce on wide-ranging topics, such as wellbeing, telehealth, advance care planning, Voluntary Assisted Dying, Lung Cancer, NeuroEndocrine Cancer, Bladder Cancer and Immunotherapy.

This online engagement has been very positively received by CNSA members who now have access to consistent national CPD regardless of location – all included in their annual membership subscription. These will be a mainstay of CNSA education going forward, to complement our face-to-face events and Annual Congress.

This has been my first year as the Executive Officer of CNSA, and I would like to take this opportunity to acknowledge the support of the Board of Directors, our industry and government stakeholders, our incredible volunteers but most of all our members for your ongoing commitment to the Society - we couldn't do this without you.



**Jemma Still**

**EXECUTIVE OFFICER**





## President's Report

*We have had a very busy period of self-reflection over the past twelve months, resulting in change to help ensure good governance, organisational sustainability and operational efficiency.*



As presented at the 2019 AGM, the Board of Directors developed a new Strategic Plan – including a consumer-focused vision, revised organisational values and four strategic priorities (Our Learning, Our Voice, Our Members and Our Organisation) – which was officially launched at our Annual Congress.

This Plan has helped focus CNSA's output for the past 12 months, and will continue to guide us to ensure we are working towards our mission of Promoting excellence in cancer care and control through the professional contribution of Cancer Nurses.

Whilst developing the Plan, the Board of Directors adapted the organisational structure – including the allocation of portfolios to Board Directors, a position description for each Director portfolio, and the establishment of new Board sub-Committees and standing Committees to help achieve our strategic priorities.

The Society also changed our business support model, with the move to an association management organisation to provide membership services, secretarial and operational support, as well as Executive Officer and Company Secretary services.

CNSA has also been an active member of the Radiation Oncology Alliance in collaboration with the Faculty of Radiation Oncology of The Royal Australian and

New Zealand College of Radiologists, the Australian Society of Medical Imaging and Radiation Therapy and the Australasian College of Physical Scientists and Engineers in Medicine.

As a member of the Alliance, a collaboration between the radiation therapy professions in the areas of quality, standards, workforce and public interest, CNSA has also been given an opportunity to progress shared interests with constituent members. To support this, the CNSA Radiation Oncology SPN has commenced a partnership with colleagues in New Zealand to better understand and articulate nursing workforce needs in the context of safe quality radiation oncology care delivery. This work is in its formative stages and we look forward to being able to report as work progresses.

We had also commenced planning for our 2020 Congress prior to the COVID-19 pandemic. As we continued to realise the seriousness of the spread of the virus, and the government restrictions came in to play, we made the decision to postpone this event to the same date and venue in 2021. CNSA's 23rd Annual Congress will now be held from 17 – 19 June 2021 at the Brisbane Convention Centre.

The impact of the pandemic has allowed a rethink of CNSA's operational priorities and has led to an increased focus on developing a sustainable business model and a wider reach. The introduction of our new eNewsletter – Cancer Nursing Matters – has



moved our regular communications from a quarterly publication to a weekly bulletin full of relevant and timely information for members and stakeholders. This was launched on World Cancer Day and is one of many initiatives we have rolled out in 2020, as we also celebrate the International Year of the Nurse and Midwife, as designated by the World Health Organization in honour of the 200th birth anniversary of Florence Nightingale.

Since launching this eNewsletter in February, we have been able to provide our members with a range of COVID-19 resources and be on the front foot in terms of information flow. This process has kept our members up to date with fact sheets, research, patient information, government updates and education.

To celebrate World Health Day, CNSA announced the formation of a new community on Sosido - the Global Nursing Alliance on COVID-19 (GNAC-19). It connects all of the 7,500+ nurses currently on Sosido from Canada, the USA, the UK and other countries, to support the sharing of research, experience and ideas about the best ways to manage the challenges of the COVID-19 crisis. This initiative was spearheaded by CNSA, with the support of Sosido, and we believe it will grow in scale as more nursing organisations are invited to participate.

We also published a statement highlighting the role of members and the wider nursing workforce and their response to the unique set of circumstances that have arisen as a result of the virus. The statement is available on the CNSA website.

We called out that nurses tend to be unsung heroes within healthcare settings, yet are generally the first port of call for patients and their families requesting information and surety during clinical trials and treatment. We felt it was important to highlight that our role was even more paramount during times of pandemic, and the calm, caring and collaborative approach shown to date will be a welcome response for those whose health is compromised.

On Tuesday 12 May, we celebrated International Nurses Day. We celebrated the role of all Nurses globally - of which they number more than 20 million. But we also celebrated our own members, and the role they undertake every day to save lives, provide compassionate care, advocate for their patients and contribute to research as they strive for the best possible outcomes and experiences for all people affected by cancer.

To recognise this, we hosted a live and interactive Q&A session with our Executive Officer Jemma Still, CNSA Director Mei Krishnasamy, ISNCC President Patsy Yates and myself, and discussed why we became nurses, what we've learnt during our career, what advice we have for emerging nurse leaders, and what we love most about being a nurse. The response to the live session was overwhelmingly positive, with more than 1,000 views to date.

We are now looking forward to a big six months as we tackle the effects of COVID 19 on the cancer nursing workforce, and assess the supportive care needs of people affected by cancer both now and into the future.

It will be important for CNSA to work with our members and stakeholders to assess policy and advocacy priorities as we examine and prepare for the impact of COVID on cancer control and incidence.

Our membership numbers have never been higher, and we are delighted to have retained the majority of members despite the impact on the workforce and the Australian economy. We look forward to continuing to deliver significant benefits during what is a difficult time for many, and to supporting the Cancer Nursing workforce as we navigate a new terrain.



**Lucy Gent**  
**PRESIDENT**



## Finance Audit and Risk Committee

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The 2019-2020 reporting period has once again seen sustained growth in the organisation's total financial equity. There was continued growth in membership subscription income and a healthy return from the 2019 Congress in Melbourne.

The Board, together with the Finance, Audit and Risk committee, continue to manage the cash reserves closely. We have been through a process of recruitment and have a successful partner, in Keep Wealth Partners who will assist us with an investment strategy. Our aim is to find opportunities to reinvest these funds back into member benefits and also to obtain improved financial returns on the cash held. This will be a continued focus into the 2020/21 financial year.

As part of the annual budget program for the organisation, there had been a forecast loss in the 2019-2020 CNSA National budget. The Board intended to draw on existing cash reserves to strengthen the organisation. To support this reinvestment, there was a relatively conservative allocation of member benefits with the focus on operational expenditure to support governance of the association as it continued to transition to the new company structure. Included in the member benefits, \$18,616 was awarded to members through CNSA grants and scholarships program. \$6509 was awarded within the Special Projects allocation and included investment in member benefits such as the WCEA online education platform and Sosido

CNSA Group and Specialist Practice Network finance reporting has highlighted the sustained activity undertaken by these groups, although there is variability in the levels of activity. Over 150 thousand dollars was generated and \$106,147 reinvested back into local member benefits.

In addition to core business, key committee activity in this year have included finalisation of investment principles for the large capital held by CNSA and development of resources to support groups entering contracts on behalf of CNSA.

Overall, the CNSA remains in a sound financial position. CNSA managed to avoid the forecast loss due to some reduced operational expenditure and the attainment of further sponsorships to support key member benefits. CNSA reports an operating surplus of \$46,594 for the year ended 31 March 2020.

The CNSA Ltd is required to satisfy the financial and reporting requirements of the Australian Charities and Not-For-Profit Commission Act 2012; in addition to complying with requirements specified by the Australian Accounting Standards. The annual financial report, statements and notes reflect these disclosure requirements.



## Board of Directors



**Lucy Gent** (formerly Patton)  
*President & Board Chair*  
*Director*  
Term end June 2021



**Carmel O'Kane**  
*Vice President*  
Term End June 2022



**Sue Schoonbeek**  
*Director*  
Term End June 2023



**Kim Alexander**  
*Director*  
Term End June 2021



**Pammie Ellem**  
*Director*  
Term End June 2022



**Violet Platt**  
*Director*  
Term End June 2020



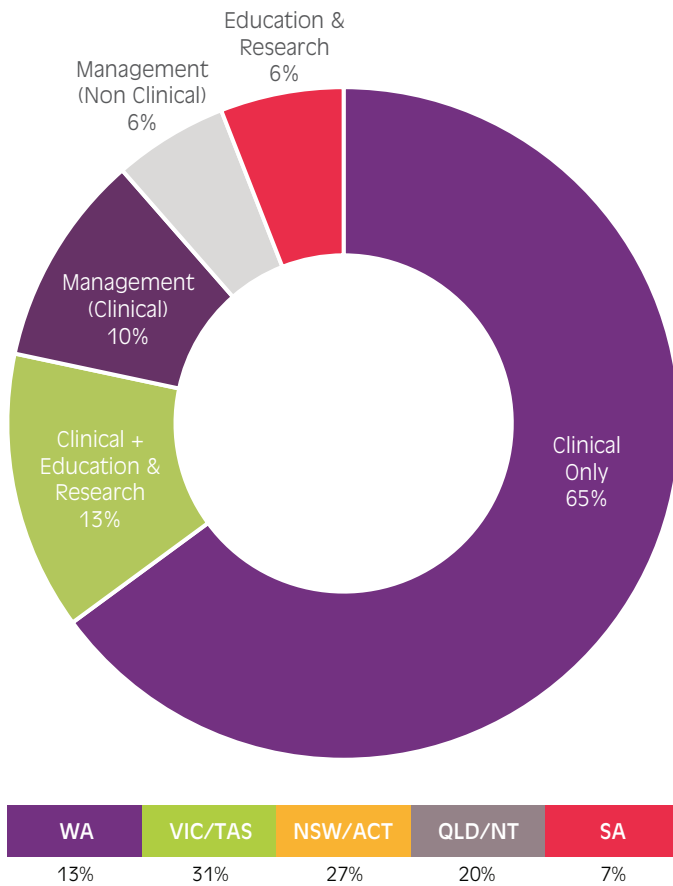
**Me Krishnasamy**  
*Director*  
Term End July 2020



**Jac Mathieson**  
*Director*  
Term End July 2020



## About our Members



CNSA has over 1,200 members who are diverse in nature, and spread across the metropolitan, regional and rural areas.

Our current membership includes Enrolled Nurses, Registered Nurses, Nurse Consultants, Clinical Trial Coordinators, Directors of Nursing, Nurse Practitioners and Academics.

We represent clinical practice, management, education and research and allied health, and have a majority female demographic.



70% work in Public Hospitals



20% work in Private Hospitals



5% work in the NFP sector



4% work in Universities or Education









# Annual Financial Report

For the year ended 31 March 2020

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The Cancer Nurses Society of Australia Limited  
ABN 98 781 699 178



**The Cancer Nurses Society of Australia Limited**  
**Responsible Persons' Declaration**  
**For the year ended 31 March 2020**

In the opinion of the responsible persons of the Cancer Nurses Society of Australia Limited:

1. The financial statements and the notes to the financial statements:
  - a) comply with Accounting Standards to the extent described in Note 1, and the Australian Charities and Not-For-Profit Commission Act 2012; and
  - b) the financial statements and notes are drawn up to give a true and fair view of the financial position as at 31 March 2020 and the performance, as represented by the results of its operations and the cash flows for the year then ended; and
2. At the date of this declaration, there are reasonable grounds to believe that The Cancer Nurses Society of Australia Limited will be able to pay its debts as and when they become due and payable.

This statement is made in accordance with a resolution of the responsible persons made pursuant to Section 60.15 of the *Australian Charities and Not-for-profits Commission Regulations 2013* and is signed for and on behalf of the Board by:




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**Lucy Gent**  
President




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**Carmel O'Kane**  
Chair of the Finance Committee

Dated 19th June 2020



# LDAssurance

CHARTERED ACCOUNTANTS

LDAssurance Pty Ltd  
Level 6, 330 Collins Street  
Melbourne Victoria 3000  
Telephone +61 3 9988 2090  
www.LDAssurance.com.au  
ABN 89 146 147 202

## AUDITOR'S INDEPENDENCE DECLARATION

As auditor for The Cancer Nurses Society of Australia Limited for the year ended 31 March 2020, I declare that, to the best of my knowledge and belief, there have been:

- (i) no contraventions of auditor independence requirements of the *Australian Charities and Not-for-profits Commission Act 2012* in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

LDASSURANCE  
CHARTERED ACCOUNTANTS



Stephen O'Kane  
Partner

MELBOURNE  
1<sup>st</sup> of July 2020



**INDEPENDENT AUDITOR'S REPORT  
 TO THE MEMBERS OF THE CANCER NURSES SOCIETY OF AUSTRALIA LIMITED**

**Report on the Audit of the Financial Report**

**Opinion**

We have audited the financial report, being a special purpose financial report of The Cancer Nurses Society of Australia Limited ('the Company'), which comprises the statement of financial position as at 31 March 2020, the statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year ended, and notes to the financial statements, including a summary of significant accounting policies, and the responsible person's declaration.

In our opinion, the accompanying financial report of The Cancer Nurses Society of Australia Limited has been prepared in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*, including:

- i. giving a true and fair view of the Company's financial position as at 31 March 2020 and of its financial performance for the year then ended; and
- ii. complying with Australia Accounting Standards and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

**Basis for Opinion**

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described as in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Company in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Emphasis of Matter - Basis of accounting**

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to for the purpose of fulfilling the Company's financial reporting requirements of the *Corporation Act 2001* and the *Australian Charities and Not-for-profits Commission Act 2012*. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

**Responsibilities of the Board for the Financial Report**

The Board is responsible for the preparation of the financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the requirements of the Australian Accounting Standards and Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*. The Board's responsibility also includes such internal control as it determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Board is responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board either intends to liquidate the Company or to cease operations, or have no realistic alternative but to do so.

### Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board.
- Conclude on the appropriateness of the Board's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

LDAssurance  
 Chartered Accountants



Stephen O'Kane  
 Partner

Dated this 1<sup>st</sup> day of July 2020



The Cancer Nurses Society of Australia Limited  
Statement of Profit or Loss and Other Comprehensive Income  
For the year ended 31 March 2020

	Note	2020	2019
		\$	\$
<b>Revenue</b>	6	1,052,575	1,092,240
<b>Expenses</b>			
Grants		(19,887)	(37,816)
Administration staff		(277,737)	(254,979)
Other administration expenses		(76,122)	(80,763)
Board & Executive Committee meeting		(36,404)	(37,927)
Journal and Newsletter		(15,210)	(13,941)
Annual Congress		(545,304)	(563,833)
Other expenses		(35,317)	(40,580)
Total expenses		1,005,981	1,029,839
<b>Result for the year</b>		<b>46,594</b>	<b>62,401</b>
Other comprehensive income		-	-
<b>Total comprehensive income for the year</b>		<b>46,594</b>	<b>62,401</b>

*The accompanying notes form part of these financial statements*

The Cancer Nurses Society of Australia Limited  
Statement of Financial Position  
As At 31 March 2020

	Note	2020	2019
		\$	\$
<b>Assets</b>			
<b>Current Assets</b>			
Cash & Cash equivalents	7	1,159,679	1,284,233
Trade and other receivables	8	136,361	171,326
Other current assets	9	145,186	135,055
<b>Total Current Assets</b>		<b>1,441,226</b>	<b>1,590,614</b>
<b>Non-Current Assets</b>			
Property, Plant & Equipment	10	1,737	3,652
<b>Total Non-Current Assets</b>		<b>1,737</b>	<b>3,652</b>
<b>Total Assets</b>		<b>1,442,963</b>	<b>1,594,266</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Trade & Other Payables	11	425,950	618,174
Provisions	12	1,338	7,011
<b>Total Current Liabilities</b>		<b>427,288</b>	<b>625,185</b>
<b>Total Liabilities</b>		<b>427,288</b>	<b>625,185</b>
<b>Net Assets</b>		<b>1,015,675</b>	<b>969,081</b>
<b>Equity</b>			
Retained Earnings		1,015,675	969,081
<b>Total Equity</b>		<b>1,015,675</b>	<b>969,081</b>

*The accompanying notes form part of these financial statements*



The Cancer Nurses Society of Australia Limited  
Statement of Changes in Equity  
For the Year Ended 31 March 2020

2020	Retained Earnings
	\$
Balance as at 1 April 2019	969,081
Result for the year	46,594
Balance as at 31 March 2020	<u>1,015,675</u>

2019	Retained Earnings
	\$
Balance as at 1 April 2018	906,680
Result for the year	62,401
Balance as at 31 March 2019	<u>969,081</u>

*The accompanying notes form part of these financial statements*

The Cancer Nurses Society of Australia Limited  
Statement of Cash Flows  
For the Year Ended 31 March 2020

	Note	2020	2019
		\$	\$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Subscription Receipts		238,084	226,993
Income from Annual Congress		394,071	462,996
Funds received in advance for current year's Annual Congress		170,000	270,000
Interest Income		16,746	21,217
Other Income (including Regional Groups & Specialist Practice Networks)		190,392	269,232
Payments to suppliers and employees		(1,133,451)	(1,167,094)
<b>Net cash provided by operating activities</b>	<b>18</b>	<b>(124,554)</b>	<b>83,344</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Property, Plant & Equipment		-	(1,079)
Net cash from investing activities		-	(1,079)
<b>Net Increase / (decrease) in cash held</b>		<b>(124,554)</b>	<b>82,265</b>
Cash at the beginning of the financial year		1,284,233	1,201,968
<b>Cash at the end of the financial year</b>	<b>7</b>	<b>1,159,679</b>	<b>1,284,233</b>

*The accompanying notes form part of these financial statements*



**The Cancer Nurses Society of Australia Limited**  
**Notes to the Financial Statements**  
**For the year ended 31 March 2020**

The financial report covers The Cancer Nurses Society of Australia Limited as an individual entity. The Cancer Nurses Society of Australia is a not-for-profit entity, registered and domiciled in Australia.

The principal activities of the Company during the year was to act as a resource to cancer nurses around Australia through the provision of services which aim to advance cancer nursing education, practice and research.

The functional and presentation currency of The Cancer Nurses Society of Australia Limited is Australian dollars.

Comparatives are consistent with prior years, unless otherwise stated.

### **Note 1. Basis of Preparation**

In the responsible persons' opinion, the Company is not a reporting entity since there are unlikely to exist users of the financial report who are not able to command the preparation of reports tailored so as to satisfy specifically all of their information needs. This special purpose financial report has been prepared to meet the reporting requirements of the *Australian Charities and Not-for-profits Commission Act 2012*.

The financial statements have been prepared in accordance with the recognition and measurement requirements of the Australian Accounting Standards and Accounting Interpretations, and the disclosure requirements of AASB 101, Presentation of Financial Statements, AASB 107 Statement of Cash Flows, AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors and AASB 1054 Australian Additional Disclosures.

### **Note 2. Summary of Significant Accounting Policies**

The accounting policies that have been adopted in the preparation of the statements are as follows:

#### **(a) Income Tax:**

The Company is exempt from the payment of income tax pursuant to Section 50-5 of the Income Tax Assessment Act (1997).

#### **(b) Revenue and other income**

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the Company and specific criteria relating to the type of revenue as noted below, has been satisfied.

Revenue is measured at the fair value of the consideration received or receivable.

All revenue is stated net of the amount of goods and services tax (GST).

#### **Donations**

The Company, in common with most organisations dependent upon contributions, is unable to establish control over voluntary donations prior to their initial entry into the accounting records, therefore they are recorded on the basis of cash received.

#### **Member Subscriptions**

Member subscriptions are recorded on an accruals basis and apportioned across the year of membership.



### Grants and Bequests

The Company receives grants and bequests for certain activities. Where a grant or bequest is non-reciprocal, it is recognised as revenue of the Company upon receipt. Associated expenditure for the completion of a grant or bequest is recorded as incurred. Where a grant or bequest is subject to a reciprocal transfer, a liability associated with the reciprocal transfer is recorded upon receipt of the transfer. The income and expenditure is then subsequently reported at the time of the subsequent grant or bequest.

### Interest Revenue

Interest is recognised using the effective interest method and recorded on accrual basis.

### Other Income

Other income is recognised on an accruals basis when the Company is entitled to it.

### Net Annual Congress Income

The Company contracts a professional Events Co-ordinator to manage the staging of the Annual Congress including the receipt of revenue and payment of expenses in relation to the event. Documents detailing the income and expenses have been received from the Events Co-ordinator together with a reconciling statement. Revenues and expenses associated with the Congress are recognised through the Statement of Profit & Loss and Other Comprehensive Income in the year the Congress is conducted. In the period in the lead up to the Congress, expenditure is incurred and income received which is taken up as prepayments and unearned income respectively. Where there is an excess of funds received by the Events Co-ordinator above an agreed limit, these funds are remitted back to the company and retained within the cashflows.

#### (c) Goods and services tax (GST)

Revenue, expenses, and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST.

The net amount of GST recoverable from, or payable to, the ATO is included as part of receivables or payables in the statement of financial position.

Cash flows in the statement of cash flows are included on a gross basis and the GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the taxation authority is classified as operating cash flows.

#### (d) Property, plant, and equipment

Each class of property, plant and equipment is carried at cost less any accumulated depreciation and impairment.

Items of property, plant and equipment acquired for nil or nominal consideration have been recorded at the acquisition date fair value.

### Depreciation

Property, plant, and equipment is depreciated on a straight-line basis over the assets useful life to the Company, commencing when the asset is ready for use.

The estimated useful lives used for each class of depreciable asset are shown below:

Fixed asset class	Useful life
Office Equipment	3 years
Computer Equipment	3 years
Web site Development	3 years

At the end of each annual reporting period, the depreciation method, useful life, and residual value of each asset is reviewed. Any revisions are accounted for prospectively as a change in estimate.

**(e) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held on call with banks and other short-term highly liquid investments with original maturities of three months or less.

**(f) Employee benefits**

Provision is made for the Company's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be wholly settled within one year have been measured at the amounts expected to be paid when the liability is settled.

**(g) Income in Advance**

Income in Advance includes member subscriptions, which have been received for the 2020 membership year, Events income in advance, Other income in advance and Annual Congress income received (Refer to note 2 (b)) or other future income such as sponsorships, which may cover the full proceeding calendar year.

**(h) Comparative Figures**

Comparative figures have been adjusted to conform to changes in presentation for the current year where required by accounting standards or as a result of changes in accounting policy.

**(i) Other Current Assets**

Prepayments included in other assets primarily relates to prepayments for the future Annual Congress, insurance premiums, travel expenses and other such expenditure.

**(j) Trade and Other Payables**

Trade and other payables represent the liabilities for goods and services received by the Company that remain unpaid at year-end. Trade payables are recognised at their transaction price. They are subject to normal credit terms and do not bear interest.

**Note 3. Critical Accounting Estimates and Judgments**

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The responsible persons make estimates and judgements during the preparation of these financial statements regarding assumptions about current and future events affecting transactions and balances.

These estimates and judgements are based on the best information available at the time of preparing the financial statements, however as additional information is known then the actual results may differ from the estimates.

The significant estimates and judgements made have been described below.

**Key estimates - receivables**

The receivables at reporting date have been reviewed to determine whether there is any objective evidence that any of the receivables are impaired. An impairment provision is included for any receivable where the entire balance is not considered collectible. The impairment provision is based on the best information at the reporting date.

**Note 4. Nature and objects of the Company**

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The primary objects for which the Company is established are to achieve and promote excellence in cancer care, prevention and treatment in people affected by cancer through the professional contribution of nurses. To support the primary object the Company will:



- a) promote the contribution that cancer nurses make to Australia's cancer control activities and policy;
- b) take a leadership role in addressing the professional development needs of cancer nurses to enhance their capacity to provide care, treatment and prevention services to people affected by cancer;
- c) collaborate with other groups and organisations involved in the development and provision of care, treatment and prevention services to people affected by cancer;
- d) facilitate research in the area of cancer nursing that will contribute to improvement in care of people affected by cancer;
- e) provide opportunities for professional networking amongst cancer nurses; and
- f) do anything ancillary or incidental to the primary objects.

### Note 5. Economic Dependency

The ability of the Company to maintain its current level of operations is dependent on the continuing support of its members by way of voluntary subscriptions.

	2020	2019
	\$	\$
<b>Note 6. Revenue:</b>		
Subscription Income	188,939	181,032
Income from Annual Congress	705,991	709,719
Interest Income	16,350	19,247
Other Income	48,139	32,044
Regional Groups & Specialist Practice Networks	93,156	150,198
	<b>1,052,575</b>	<b>1,092,240</b>
<b>Note 7. Cash &amp; Cash Equivalents:</b>		
Cash at Bank	190,531	330,842
Term Deposits	969,148	953,391
	<b>1,159,679</b>	<b>1,284,233</b>
<b>Note 8. Trade and Other Receivables:</b>		
Trade and other receivables	<b>136,361</b>	<b>171,326</b>
The carrying value of trade receivables is considered a reasonable approximation of fair value due to the short-term nature of the balances		
The maximum exposure to credit risk at the reporting date is the fair value of each class of receivable in the financial statements.		
<b>Note 9. Other Current Assets:</b>		
Prepayments - Annual Congress	45,188	50,686
Prepayments - Other	99,998	84,369
	<b>145,186</b>	<b>135,055</b>

	2020	2019
	\$	\$
<b>Note 10. Property, Plant &amp; Equipment:</b>		
Computers & Office Equipment	11,194	11,194
Less: Accumulated Depreciation	(9,457)	(7,542)
	<b>1,737</b>	<b>3,652</b>
Web-site Development	29,000	29,000
Less: Accumulated Depreciation	(29,000)	(29,000)
	<b>1,737</b>	<b>3,652</b>
<b>Note 11. Trade &amp; Other Payables:</b>		
Trade Creditors	67,216	77,175
Income in Advance - Annual Congress	192,250	404,768
Income in advance - Other	166,484	136,231
	<b>425,950</b>	<b>618,174</b>
<b>Note 12. Provisions:</b>		
Provision for Annual Leave	<b>1,338</b>	<b>7,011</b>

**Note 13. Capital & Leasing Commitments**

There are no capital or leasing commitments as at 31st March 2020.

**Note 14. Members' Guarantee**

The Company is registered under the *Australian Charities and Not-for-profits Commission Act 2012* and is a Company limited by guarantee. In the event of the winding up or the dissolution of the Company, the surplus assets of the Company must not be distributed to any Members or former Members.

The surplus assets must be given to an organisation that:

- has similar objects to the Company and whose constitution requires it to apply its income in promoting those objects;
- whose constitution prohibits it from making distributions to its members to at least the same extent as in clause 5;
- if the Company is an endorsed deductible gift recipient just before the winding up of the Company, then such organisation must be one that is endorsed as a deductible gift recipient.

If the Company is wound up, the constitution states that each member is required to contribute a maximum of \$1 each towards meeting any outstanding obligations of the Company.

At 31 March 2020, the number of members was 1,228 (2019: 1,267).



**Note 15. Events after reporting period**

Since the end of the financial year, the outbreak of COVID-19 has occurred, and this is expected to have an impact on the business operations and cashflows of the entity in the current and future financial year. The 2020 Winter Annual Congress has been cancelled, and as a result it is estimated that there will be a \$225,000 decrease in the surplus in the 2020/21 financial year. This will be partly offset by some budgeting restrictions and other new income being generated by the company.

	2020	2019
	\$	\$

**Note 16. Remuneration of Auditor**

During the year, the following fee was paid or is payable for services provided by the auditor to the Company.

Audit and Review of Financial Report	5,000	5,000
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**Note 17. Contingencies**

In the opinion of the responsible persons, the Company did not have any contingencies at 31 March 2020 (31 March 2019: Nil).

**Note 18. Cash flow information**

Reconciliation of net cash provided by operating activities attributable to surplus / (deficit) from ordinary activities

Total comprehensive result for the year		
Non-cashflows in profit or loss:	46,594	62,400
Depreciation	1,914	2,970
Changes in assets and liabilities:		
(Increase) / Decrease in receivables		
(Increase) / Decrease in sundry debtors	34,966	68,766
(Increase) / Decrease in prepayments	-	1,970
(Increase) / Decrease in congress prepayments	(15,629)	(24,449)
Increase / (Decrease) in congress income received in advance	5,498	19,902
Increase / (Decrease) in subscriptions paid in advance	(212,518)	(47,695)
Increase / (Decrease) in other payables & bequests	30,252	27,858
Increase / (Decrease) in provisions	(9,958)	(31,880)
	(5,673)	3,502
	<b>(124,554)</b>	<b>83,344</b>

**Note 19. Statutory Information**

The registered office of and principal place of business of the company is:

Cancer Nurses Society of Australia  
165 Sovereign Hill Drive  
Gabbadah Western Australia 6041

**The Cancer Nurses Society of Australia Limited**  
**Detailed Trading Profit & Loss Statement**  
**For the 12 months ended 31 March 2020**

	2020	2019
	\$	\$
<b>Income</b>		
Subscription Income	188,939	181,032
Annual Congress	705,991	709,719
Interest Income	16,350	19,247
Other Income	48,139	32,044
	<b>959,419</b>	<b>942,042</b>
<b>Expenditure</b>		
<b>Administrative Costs</b>		
Accountancy Services	12,750	14,000
Audit	6,000	5,000
Bank Charges	219	589
Bookkeeping	17,450	11,188
CEO – Travel & Allowances	1,331	2,604
CEO- Serviced Office	-	-
CNSA Presidential & CEO Representation	48	4,714
Depreciation Office Equipment	1,610	2,375
Information Technology	10,366	6,344
Insurance	8,544	7,011
Merchant Fees	1,705	2,102
Postage & Packaging	976	1,150
Printing & Stationery	1,658	1,714
SecurePay Salary Payment Gateway	1,231	1,733
Storage Fees (Archive)	175	669
Sundry Expenses	387	2,191
Total Employment Expenses	274,725	257,732
Website Costs	2,394	8,022
<b>Total Administrative Costs</b>	<b>341,569</b>	<b>329,138</b>
<b>Other Costs</b>		
CNSA Grants & Scholarships	14,423	15,388
Board & Committee Meetings	33,244	36,955



Journal & Newsletter	15,210	13,941
Marketing & Promotional Resources	28,240	21,379
Regional Group Meetings	1,628	3,887
Special Projects	2,667	16,604
Specialist Practice Networks Meetings	492	2,659
Standing Committee	54	881
Subscriptions	3,349	3,683
Travel & Accommodation (ISNCC, CoNNO, AONS)	-	137
Annual Congress Costs	458,958	473,671
<b>Total Other Costs</b>	<b>558,265</b>	<b>589,184</b>
<b>Total Expenditure</b>	<b>899,834</b>	<b>918,322</b>
<b>Operating Surplus/(Deficit)</b>	<b>59,585</b>	<b>23,719</b>
<b>Non-Operating Income &amp; Expenses</b>		
Regional Groups & Specialist Practice Networks (Income)	93,156	150,198
Regional Groups & Specialist Practice Networks (Expenses)	(106,147)	(111,516)
	(12,991)	38,682
<b>Net Result for the Year</b>	<b>46,594</b>	<b>62,401</b>

# LDAssurance

CHARTERED ACCOUNTANTS

LDAssurance Pty Ltd  
Level 6, 330 Collins Street  
Melbourne Victoria 3000  
Telephone +61 3 9988 2090  
[www.LDAssurance.com.au](http://www.LDAssurance.com.au)  
ABN 89 146 147 202

## DISCLAIMER

The additional financial data as presented in the detailed trading profit and loss statement is in accordance with the books and records of The Cancer Nurses Society of Australia Ltd (the Company), that have been subjected to the audit procedures applied in the audit for the year ended 31 March 2020. It will be appreciated that our audit did not cover all details of the additional financial data. Accordingly, we do not express an opinion on such data and no warranty is given to its accuracy or reliability. Neither the firm, nor any member or employee of the firm undertakes responsibility in any way whatsoever to any person other than the Company in respect of such data including any errors or omission however caused.

LDAssurance  
Chartered Accountants



Stephen O'Kane  
Partner

Dated this 1<sup>st</sup> day of July 2020

Liability limited by a scheme approved under Professional Standards Legislation.

## Reports from Standing Committees

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Annual Congress Standing Committee

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Research Standing Committee

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Education Standing Committee

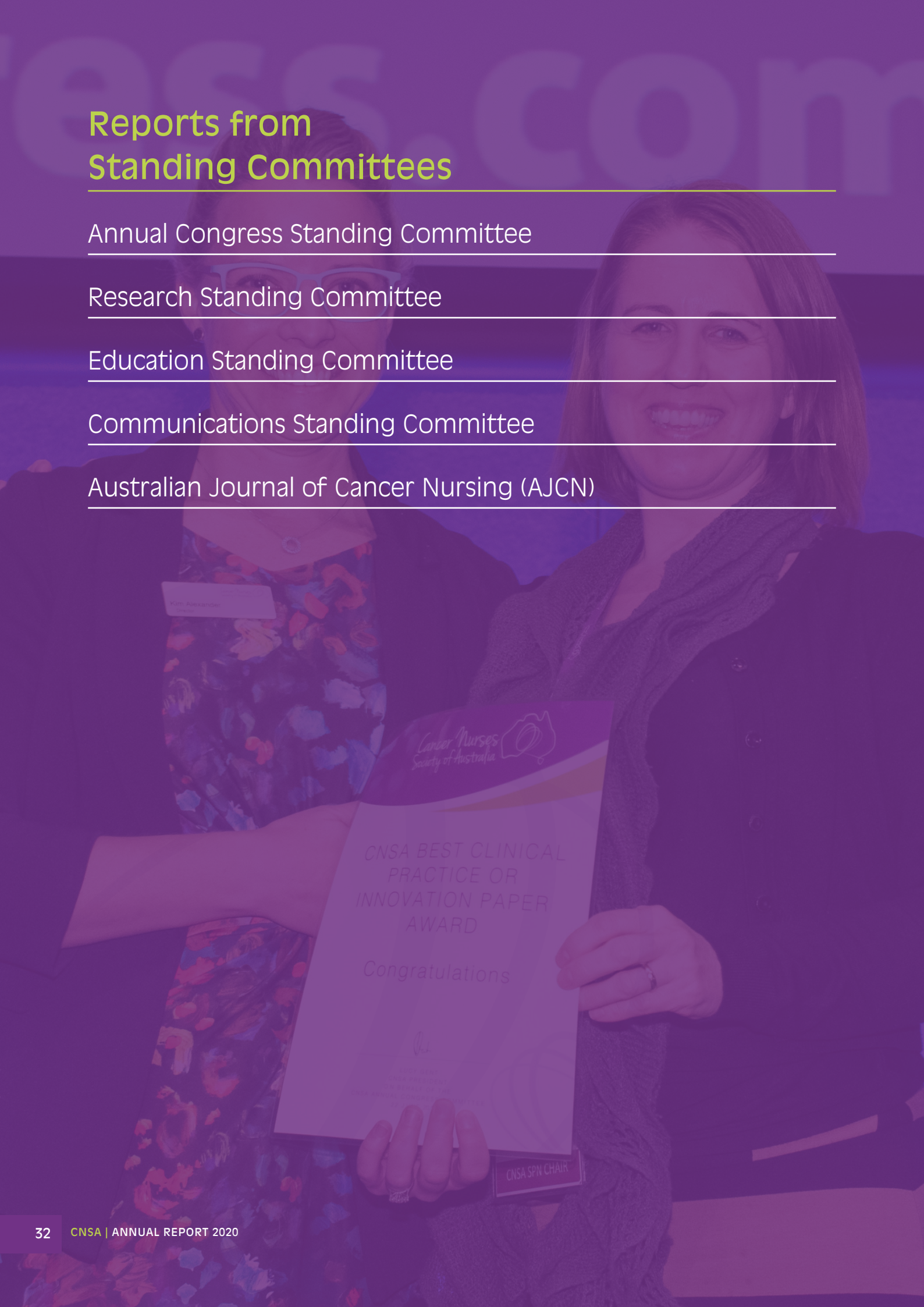
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Communications Standing Committee

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Australian Journal of Cancer Nursing (AJCN)

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## Committee Chairs & AJCN Co-Editors

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**Natalie Bradford**  
*Research Standing Committee Chair*



**Doreen Tapsall**  
*Education Standing Committee Chair*



**Jac Mathieson**  
*Annual Congress Committee Chair*



**Professor Karen Strickland**  
*AJCN Co-Editor*



**Jacqueline Bloomfield**  
*AJCN Co-Editor*

## Annual Congress Standing Committee

CNSA held our 22nd Annual Congress at the Melbourne Convention and Exhibition Centre. The congress theme of *'The Complexity of Cancer Care: What will the future of cancer nursing look like?'* was explored over the three days via a series of pre-congress symposiums, plenary sessions, concurrent sessions and poster presentations.

Our international key note speaker Dr Linda Watson, former President of the Canadian Association of Nurses in Oncology (CANO/ACIO) presented two fantastic sessions on embedding Patient Reported Outcomes (PROs) and also her work on incorporating digital health and change management to transform nursing care. Professor Mei Krishnasamy and Professor Sandie McCarthy also facilitated two thought provoking sessions on the Nurses role in Voluntary Assisted Dying and the role of the Specialist Cancer Nurse.

Feedback from the Congress was overwhelmingly positive with many delegates saying it was the best program to date and provided education to suit all levels of cancer nurses. We were also delighted to have a record-breaking 697 delegates in attendance and a fantastic range of industry stakeholders in the exhibition hall.

Powerpoint presentations (for the presenters who consented to publish their details) are now available to download from the Annual Congress website at [www.cnsacongress.com.au/2019-Congress-Presentations](http://www.cnsacongress.com.au/2019-Congress-Presentations).

CNSA would like to acknowledge the following award winners:

### CNSA Best Poster

#### Mei Krishnasamy

*PanSupport: A novel Australian supportive care web-app designed with and for people affected by pancreatic cancer*

### Best Research Paper

#### Elisabeth Coyne

*Position Statement for practice recommendations for safe nursing administration of chemotherapy.*

### Best Non-Research Paper (Clinical Practice or Innovation) Award

#### Nicole Gavin

*Developing a nursing research internship*

### First Time Presenter Award

#### Stacey Fuller

*Postgraduate Pathway Cancer Program*

### Audience Choice Poster Voting

#### Andrea Notman

*Radiotherapy with Carbogen and Nicotinamide for the treatment of Advanced Bladder Cancer (ARCON): a retrospective chart audit of related toxicities and nursing care.*

We had also commenced planning for our 2020 Congress prior to the COVID-19 pandemic. As we continued to realise the seriousness of the spread of the virus, and the government restrictions came in to play, we made the decision to postpone this event to the same date and venue in 2021.

CNSA's 23rd Annual Congress will now be held from 17 – 19 June 2021 at the Brisbane Convention Centre. Further information as the program evolves can be found on the congress website [www.cnsacongress.com.au](http://www.cnsacongress.com.au).

## Research Standing Committee

The Research Standing Committee (RSC) activities have undergone a lot of changes in the last 12 months. Many of the Committee members had served for extended periods of time, and so soon after Congress in 2019, the Committee welcomed new members and said goodbye to many. We thank all past Committee members for their service, particularly acknowledging those who have contributed for many terms.

The Committee continues to refine its processes and update policies to better reflect the strategic direction of CNSA and the activities of the Committee. Our workplan now includes activities to support and promote research for each of CNSA's strategic priority and focus areas.

One policy change the Committee sought board approval for, has been streamlining the process for review of surveys requests that are submitted to CNSA for distribution to membership. All surveys distributed to CNSA membership continue to require a CNSA member as part of the investigator team. The Committee receives on average one new survey each month; these are now reviewed by one member of the Committee to ensure they align with the CNSA values and comply with ethical standards. We now also ask investigators to report back the numbers of survey responses from CNSA members.

Topics for survey range from disease or population specific surveys, (e.g. breast cancer or palliative care), to care coordination issues, and symptom management issues. Response rates range from 40-100 responses depending on the topic. The contribution CNSA members make by participating in these surveys not only ensures the voice of cancer nurses is heard, but also supports fellow nurses to undertake research to advance cancer care and cancer control, ultimately benefiting patients' families and health services.

The Committee received seven grant applications in the 2019 rounds, all of which were of a high quality. We were pleased to be able to recommend two studies for funding this year. PhD candidate Priscilla Gates research is exploring the patterns and cognitive changes over the course of treatment and recovery for patient with newly diagnosis lymphoma. As Priscilla's request for funding was less than the funds available for the 2019 grants, we were able to part-fund Anne Williams research application. Anne's research will develop a nurse-led well-being support program for multi-disciplinary staff working in a hospital cancer services. As per CNSA policy, outcomes of these projects will be reported at CNSA Congress and manuscripts published in the AJCN.

The Committee was involved in planning for the 2020 Congress, and along with all other members, disappointed that Congress was deferred due to COVID-19. With the usual activities associated with Congress not proceeding, our focus instead has been on developing plans to support the membership to access relevant research as well as undertake high quality nurse-led research.

The outgoing Committee members developed a survey, which was promoted during Congress 2019, to identify the research priorities of cancer nurses. This survey was completed by over 250 nurses and highlights priorities across a wide range of issues related to workforce, health services and patient related outcomes. The outcomes of this survey are informing the directions for future grant funding, and the Committee look forwards to working with the Board to address these priorities and to advancing cancer care and cancer control in Australia.

### Research Standing Committee Members

#### *New/Continuing Committee Members*

- **Dr Natalie Bradford** Chair
- Prof Leanne Monterosso
- Dr Nicole Gavin
- Dr Karen Taylor
- Dr Liz Burmeister
- Dr Oliva Cook
- Dr Zerina Tomkins
- Ms Theresa Beane

#### *Exiting Committee Members*

- A/Prof Kim Alexander Chair
- Dr Emma Cohen
- Dr David Larkin
- Dr Kate Cameron
- Dr Elise Button
- Dr Pammie Ellem



## Education Standing Committee Members

### New/Continuing Committee Members

- **Dr Doreen Tapsall** Chair
- Carla Thamm
- Michelle Rosano
- Dr Catherine Patterson
- Margaret Hjorth
- Joanie Shaw
- Angela Ballard
- Thea Ogle
- Ola Akinsanmi

### Exiting Committee Members

- Sarah Northfield
- Kate Wakelin

## Education Standing Committee

The Education Standing Committee (ESC) has worked as a collaborative group of clinicians, educators and researchers to complete a range of work in the 2019-2020 period. We always welcome new members who are interested in promoting education and professional development for cancer nurses.

On behalf of the Committee, I would like to thank last year's Committee members for their work and support of the projects and for their service, dedication and contributions. In 2019, Sarah Northfield resigned from the Committee and two of our members re-nominated to stay on the Committee; Thea Ogle and Ola Akinsanmi. I would also like to acknowledge the work undertaken by Violet Platt who has stepped down from the position of Board Director and the Education portfolio.

Following a call for nominations, we welcomed new members Carla Thamm, Michelle Rosano, Dr. Catherine Patterson, Margaret Hjorth, Joanie Shaw and Angela Ballard. All these members bring a wealth of knowledge and clinical experience to the Committee. Additionally, as all these members work in various health care settings, they bring various lenses to the needs of educational needs of our CNSA membership.

One of the main roles of the ESC is the administration of the professional development and travel grants, which includes maintaining and reviewing

the framework for submission requirements and scoring criteria prior to the grant process. However, due to the CoVID-19 pandemic the professional development and travel grants were paused until 2021.

With this in mind, we would like to remind the members the process for Professional Development and Travel Grants is as follows:

- All submitted grants are blinded prior to assessment to ensure the equity of the review.
- A process of moderation is undertaken, where two grants are scored by all reviewers and the scores and comments are checked to make sure the selected reviewers are grading consistently.
- All reviewers are asked to declare any conflicts of interest prior to commencing the grading process.
- Each submitted grant application is then reviewed by three members.
- Once each submission is scored by three members, the mean score is the final score.
- Grants are awarded to the highest score in each category, with the aim to allocate funds to all grants with a mean score above 15, where resources allow.

For those interested in more information, we recommend visiting the CNSA website for a full explanation of the process and submission requirements. We encourage any CNSA member who is putting together a CNSA Professional Development and Travel Grant application to contact ESC members if they would like any advice or have any questions about the process – email [education@cnsa.org.au](mailto:education@cnsa.org.au).

The Committee has commenced the submission for a CNSA research project to identify the educational needs, interests and priorities of the Australian cancer nurse. It is anticipated that this new knowledge will enable the ESC to tailor the learning activities and educational platforms to the learning needs of our constituents. Once this work has been completed and strategies implemented to meet the needs of the CNSA membership, a follow-up survey will be conducted to gain feedback to investigate if the strategies the Committee had implemented were effective.

In closing, the Education Committee has contributed to CNSA by investigating our current understanding of what are the potential educational needs of the Australian cancer nurse.

# Communications Committee

The CNSA Communications Committee was formed in 2019, and first met at Congress to discuss our priorities, goals and challenges for the next 12 months.

## Goals

- Ensure CNSA's marketing and communication processes reflect best practice.
- Have relevant content that is articulate and engaging.
- Use a variety of mediums and include exposure.
- Position CNSA as a credible source of authority.
- Be the # no. 1 VOICE regarding cancer care!

## Challenges

- Website issues and the need to have a site that was contemporary giving a clarity to the message we wanted to give our members.
- To gain a greater understanding our members ensuring they understood the benefits available to them.

## Aims

- Promote and engage the great organisation that is CNSA as we raise its profile, bridging the communication gaps.
- Share governance and give out information effectively.
- Improve and enhance communication.
- Demonstrate Transparency and promote accountability.
- Build new website.
- Write a Communication Plan.
- Develop a new and exciting Newsletter.
- Promote CNSA and membership engagement.
- Promote Sosido / journal / WCEA courses available.
- Bring Social media to a new level.

We knew that we had a lot of work to undertake to improve our marketing and communication both internally and externally, but the Committee was energised to make improvements with support from the CNSA team. Taking into consideration our goals, challenges and aims, we are pleased to report on the following initiatives.

## E-Newsletter

The new look e-newsletter **Cancer Nursing Matters** was launched in February 2020 and is currently being sent out weekly to all contacts in the CNSA database e.g. members, non-members and stakeholders, which is approximately 2300 contacts. To date we are getting an open rate of approximately 40% with content covering COVID-19 resources, nurse-led education, CNSA benefits, grant opportunities, government and industry stakeholders updates and other relevant material.

### Research Standing Committee Members

*New/Continuing Committee Members*

- Sue Schoonbeek Chair
- Jemma Still Executive Officer
- Amy Ribbons Executive Assistant
- Gabby Vigar
- John McKenna
- Anne Mellon
- Simone Ray
- Sue Bartlett

The new look e-newsletter



2019-2020  
**2603** followers  
 2478 Likes



2019-2020  
**1450** followers



2018-2019  
**2226** likes



2018-2019  
**1280** followers

### Media Advertising Kit

A media and advertising kit has been developed, which will potentially provide an income stream for CNSA. The types of advertising that will be available to purchase includes:

- Advertorials and banners in the e-newsletter.
- Digital banner on the CNSA website.
- Sponsored slots during webinars; and
- Premium and regular space on the career's available webpage on the website.

### CNSA Website

We have been reviewing the functionality of the CNSA website in an aim to improve the user experience and lessen the amount of clicks / page views needed to find information on the site. Small improvements have been made, but a larger website review looking at it from an external users' point of view and mapping out how to make it easier to use as well as ensuring the resources on there are up to date and able to be located easily is a priority for 2020/2021. The Chairs of the Committees will be asked to provide input prior to the review commencing.

Whilst CNSA is not in a place financially to pay for a new website, we have the capacity in house to begin reviewing the website and making changes. If CNSA does decide to purchase a new website in the future, having the content on the website up to date and the layout of information in a more user-friendly format will be of benefit.

### World Cancer Day – 4 February

CNSA proudly participated in raising awareness for World Cancer Day by supporting the Union for International Cancer Control (UICC) **'I Am and I Will'** campaign. CNSA Directors, Chairs, Committees and staff shared their **'I Am and I Will'** mantras with our followers on Facebook and Twitter.

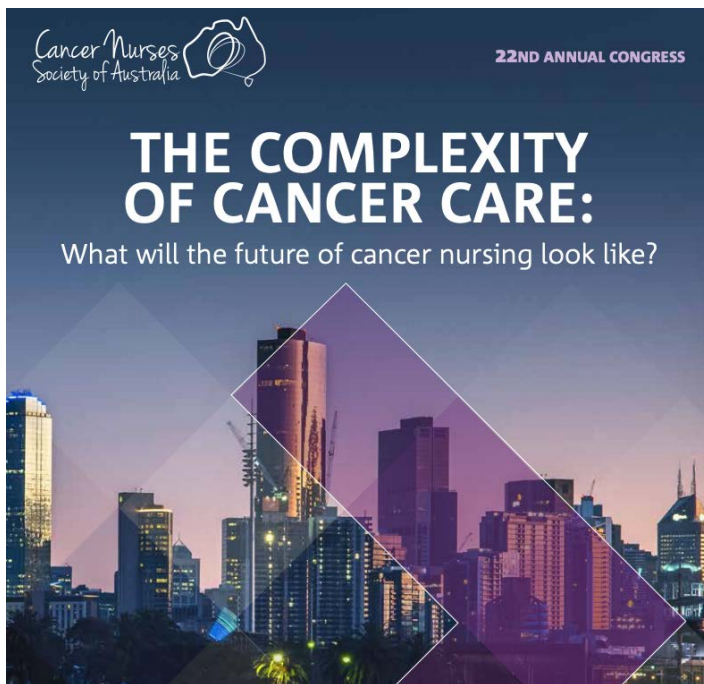
By sharing our commitment to act, along with other World Cancer Day supporters from around the globe, CNSA is contributing to reducing the global impact of cancer. **#WorldCancerDay #IAmAndIWill**

### International Nurses Day

International Nurses Day is celebrated around the world every May 12 on the anniversary of Florence Nightingale's birth. 2020 marked the 200th anniversary of Florence Nightingales birth. CNSA along with healthcare workers from around the globe highlighted the importance of nurses in the healthcare continuum by inviting members and non-members to join our CNSA Panel online for a live and interactive Q&A session streamed via Facebook where nurse leaders Lucy Gent, CNSA President, Mei Krishnasamy and Patsy Yates, CNSA Life Fellows discussed why they became nurses, what they have learned during their careers, what advice they have for emerging nurse leaders and what they love most about their job. To date the webinar has been viewed over 1,100 times on the CNSA Facebook page.

As part of the International Nurses Day celebration CNSA also shared some interesting facts and information from nursing throughout history with our followers on Facebook which were well received and provided opportunities for engagement amongst our followers. **#IND2020**





22nd Annual Congress



international Nurses Day Q&A



CNSA Website home page

## Australian Journal of Cancer Nursing (AJCN)

### Members of the Editorial Board

#### New /Continuing Committee Members

- **Jacqueline Bloomfield** Co-Editor
- Prof Karen Strickland Co-Editor
- Dr Kim Alexander Board of Directors
- Elisabeth Coyne
- Catherine Johnson
- Louise Nicholson
- Gabrielle Prest

#### Exiting Committee Members

- Tish Lancaster (Co-Editor)
- Moira Stephens (Co-Editor)

### Editorial Board

Towards the end of 2019 the Editorial leadership of the journal transferred to two co-editors, Associate Professor Jacqueline Bloomfield and Professor Karen Strickland.

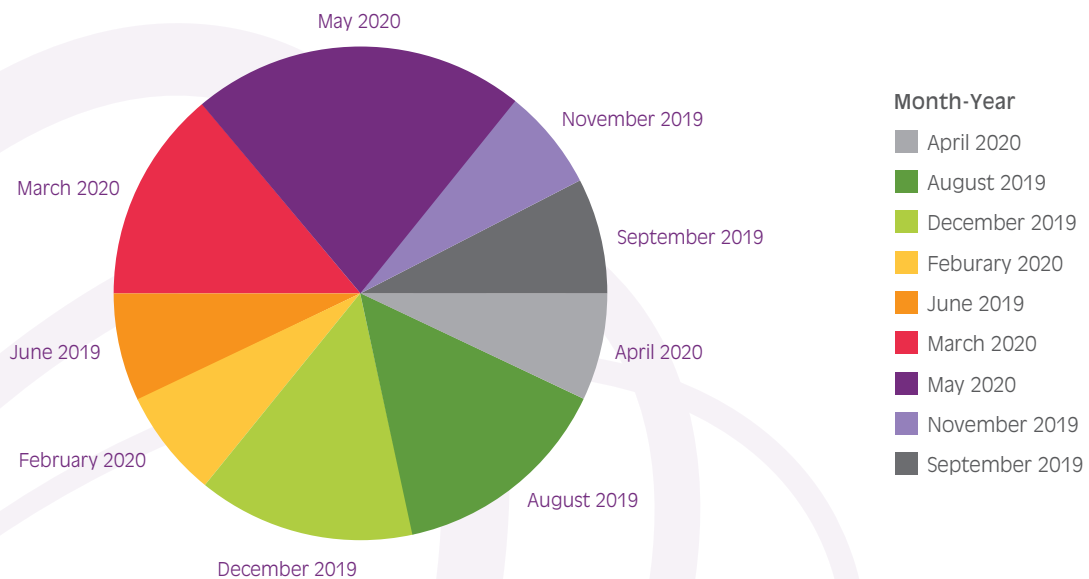
Members of the Editorial Board include a member of the CNSA Executive and four ordinary members.

### Summary of Journal Activity

Two issues of the journal were published during the reporting period, with a total of seven articles published.

Submissions to the journal over the past year have been steady, with a total of 14 papers submitted. Three papers have been through the full review process and are ready for the June 2020 issue.

### Number of Manuscripts by Month



December 2019

Submission Month	#Manuscripts	Percentage
June 2019	1	7.1%
August 2019	2	14.3%
September 2019	1	7.1%
November 2019	1	7.1%
December 2019	2	14.3%
February 2020	1	7.1%
March 2020	2	14.3%
April 2020	1	7.1%
May 2020	3	21.4%
<b>Summary</b>	<b>14</b>	<b>100.0%</b>

Seventeen reviewers (including the editors) have contributed to peer review. Getting reviewers has been the biggest challenge over the course of this year, and this has led to some delays in the processing of articles. To address this, the Editors propose to issue a 'call for reviewers' and to host a webinar for new reviewers to entice new reviewers to join the journal.

Journal Statistics	MTD	Prior 12 Months
Average days from submission to first decision	0.0	128.0
Average Reviewer turnaround time (days) - <b>Original</b>	0.0	15.3
Average Reviewer turnaround time (days) - <b>Resubmission</b>	0.0	0.0
Average Reviewer turnaround time (days) - <b>Revision</b>	2.0	11.4
Average Time to Assign Reviewer (days) - <b>Original</b>	1.5	34.0
Average Time to Assign Reviewer (days) - <b>Resubmission</b>	0.0	0.0
Average Time to Assign Reviewer (days) - <b>Revision</b>	0.0	14.2
Average days from submission to final decision	0.0	234.0

The Editorial Board thank the following people for their time and expertise in reviewing manuscripts during the reporting period:

- Jacqueline Bloomfield
- Ray Chan
- Elisabeth Coyne
- Diane Davey
- Catherine Johnson
- Melissa Jones
- Zerina Lokmic-Tomkins
- Louise Nicholson
- Caitriona Neinaber
- Suzanne Oakley
- Gabrielle Prest
- Natasha Roberts
- Pauline Rose
- Mary Ryan
- Dianne Saward
- Karen Strickland
- Alison Walsh

### Online publication

In 2019 the journal moved to mainly an online publication with hard copies being available to members who 'opt in'. There were 219 copies posted for issue one and 320 for issue two last year. From 2020 hard copies will only be available by paid subscription to the journal. Sixteen individuals have elected to pay for hard copies this year. The publication, distribution and postage of the journal continues to be undertaken by Cambridge Media in Perth.

We have recognised that the online presence of the journal is currently challenging to locate, as members must login and click on the journal site before they can see the table of contents. We are working on an online strategy to ensure the presence of the journal is more publicly available to entice readers in and encourage the dissemination of the important work of the authors. Having the journal hosted one click away from the landing page, with the table of contents and abstract available to view by all would encourage more readers beyond the CNSA membership to read the articles which would in turn be more attractive to authors.

To help promote the published work of the journal authors and disseminate the research and practice development for the benefit of nurses working in cancer care, we are looking to undertake the following:

1. **Increasing the number of peer reviewers**
  - a. The Editors will publish a call for reviewers in the next issue of the journal and the CNSA newsletter.
  - b. The editors will also host a webinar on peer reviewing for AJCN.
2. **Widening the readership of the journal -**
  - a. Addressing the place of the journal of the CNSA website - journal hosted one click away from the landing page.
  - b. Allowing contents page and abstracts to be visible to non-members.
  - c. Considering open access payment for authors who wish to have their paper published and openly accessible.
3. **Increasing the visibility of the journal**
  - a. Developing a Twitter presence linked to the journal.
  - b. Tweeting twice per day from the account to disseminate the articles.
  - c. Hosting 'tweetchats' on key topics.



## State Groups

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State Group Chairs

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NSW Hunter Group

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NSW Sydney Group

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Queensland State Group

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South Australian State Group

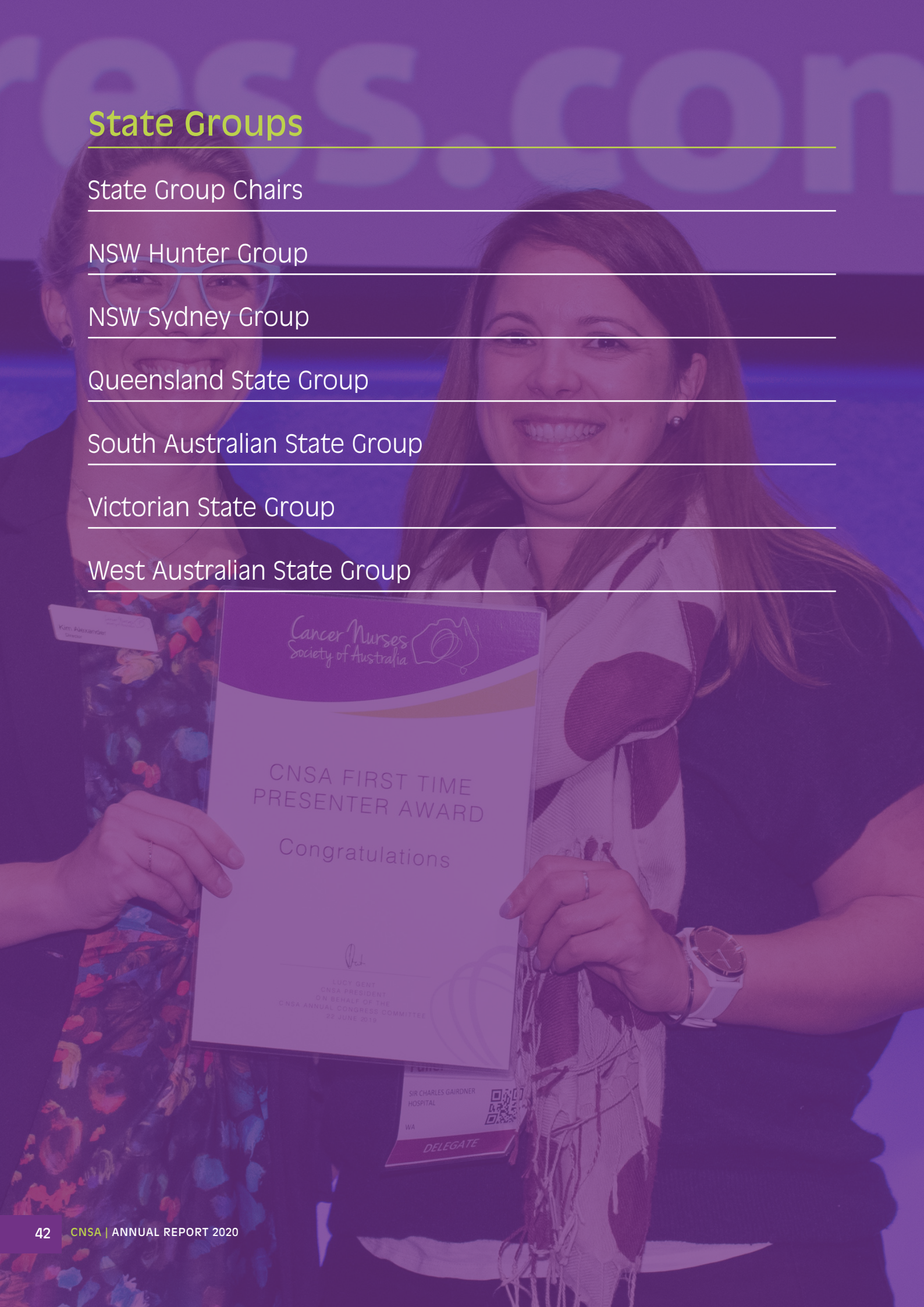
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Victorian State Group

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West Australian State Group

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## State Group Chairs

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**Sue Bartlett**  
*VIC SG Chair*



**Laura Healey**  
*NSW Hunter Group Chair*



**Meredith Cummins**  
*NSW Sydney Group Chair*



**Gabby Vigar**  
*SA SG Chair*



**Tess Beane**  
*QLD SG Chair*



**Chris Henneker**  
*WA SG Chair*

## NSW Hunter Group Report

### NSW Hunter Group Committee Members:

#### New/Continuing Committee Members

- **Laura Healey** Chair
- Phillipa Dean
- Zoe Feighan
- Amy Tipping
- Jane Kennedy
- Fiona Watkins
- Karla Rimmington

#### Exiting Committee Members

- Justine Gaynor
- Jacqui Ruhl
- Lyndal Moore

The following changes to the Committee happened this year; Justine Gaynor, Lyndal Moore and Jacqui Ruhl resigned due to other commitments, and Jane Kennedy and Amy Tipping both joined as new Committee members. Zoe Feighan has now become the Committee Secretary.

As of the 31st March 2020, the Hunter Group had 88 members. The Committee held a strategic planning meeting again at the beginning of this year. At this meeting we discussed the non-member education and the membership fees, as we had comments from members who perceived both fees to be too high. The comment being they can get their education elsewhere for cheaper.

We also discussed making our meetings more interactive to engage the attendee and to increase their participation, which we were able to do with our first online education meeting via zoom. We continue to strive and reach out to rural and remote nursing staff as well as community however it is the cost again that results in reduced engagement and participation. Being able to open this up to national attendance was excellent and was received very well.

#### Education events organised:

- **“Immunotherapy: Treatment and Advances – Where are we now?”** on 22nd April 2020 with Dr Craig Gedye updating us on the fascinating world of Immunotherapy.
- **“Mental Health in the clinical setting: Patient vs Practitioner”** on Wednesday 5th August with Dr Catherine Adams speaking.
- **“Palliative Care outreach: Not Just EOL”** on Wednesday 9th December 2020 with Dr Rachael Hughes speaking.

Laura Healey received a Professional Development Grant in 2019 of \$1500 to assist with her studies in Masters Nurse Practitioner and unfortunately all other grants are on hold at the present time again due to COVID-19.

Within our State Group, Gillian Blanchard, Laura Healey and Jane Kennedy were all successful in having abstracts accepted to the CNSA Annual Congress which was been postponed due to COVID-19.

There has been minimal expenditure this year as all events have been changed to online, as of 31st March 2020 this resulted in:

- Total operating income           \$15,407
- Total Operational Costs           \$9,857
- Net operating surplus/(loss)   \$7,103





## NSW Sydney Group

As of March 31, 2020, the NSW Sydney Group had 227 financial members. We continue to look for opportunities to increase our membership, however the impacts of COVID-19 has limited our activity and ability to create educational and networking opportunities.

Our membership is disbursed across metropolitan, rural and remote areas, and includes members from the private and public healthcare settings, academic institutions, and not for profit organisations.

The CNSA Sydney Group Committee meets four times per year. Our goal for the last 12 months was to continue to consolidate our finances and enhance the educational opportunities, with diverse topics, to truly benefit our members across NSW. This includes providing financial assistance to attend meetings and also travel expenses (Bowser Buster) for members outside the 50km radius of Sydney.

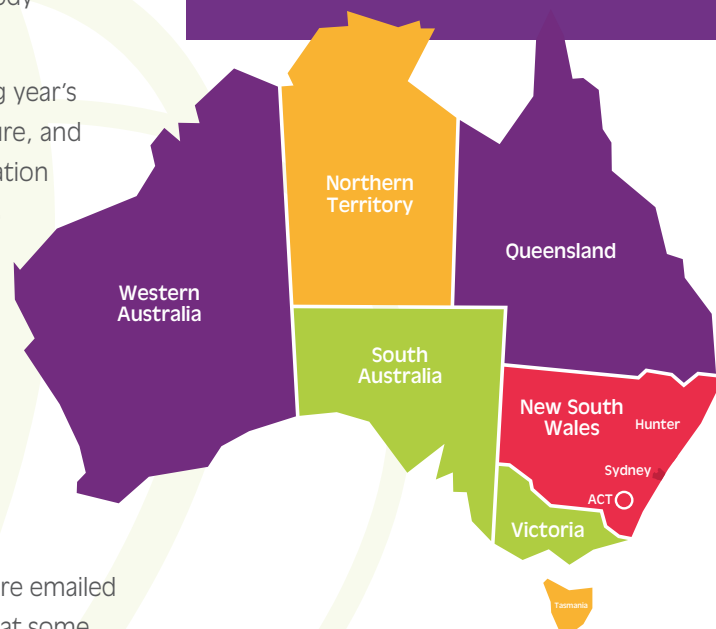
We have an aim to promote our members experience and skills and encourage them to participate and present at our meetings. We aim to continue to support regional nurses to access education either in person or virtually.

### Goals for 2020 are:

- To coordinate three evening education sessions.
- To continue to secure sponsorship for education sessions for selected periods of time.
- To increase CNSA profile and reputation to be the peak body for all Cancer Nurses.

The Committee met in November 2019 and planned the coming year's calendar of educational events, the proposed budget expenditure, and other strategies for the year. We will continue to hold the education evenings at the Grandstand. The events we had planned for this year have been put on-hold at present due to the inability to conduct face to face education meetings. The CNSA National Office has been coordinating virtual meetings on a weekly basis which is available nationally and has been extremely well received by the members.

The CNSA NSW Sydney Group has continued to offer excellent educational presentations to cancer nurses in the region. The educational topics are selected, for the most part, from member feedback and requests. Flyers advertising educational meetings are emailed to members and other interested parties. We do acknowledge that some members may have not received communication due to public hospital firewalls and all actions have been taken to remedy this. Registration for our educational events is all done via email and has been streamlined by ChilliFox, as are the evaluations of the events.



### NSW Sydney Group Committee Members:

#### *New/Continuing Committee Members*

- Meredith Cummins Chair
- Simone Ray
- Jennifer Cater
- Noeline Rozanc
- Theresa Nielsen
- Matthew Perich
- Lucy Lehane
- Joy Fletcher

#### *Exiting Committee Members*

- Suzannah Walden

Through the introduction of the Zoom platform, educational webinars are now able to be accessed by all members and cancer nurses nationally - either live or to playback in their own time.

For those members who reside outside of the Sydney metropolitan area, we have continued to offer some financial assistance to attend our educational evenings (Bowser Buster - \$40 to members who meet the eligibility criteria and travel from outside the 50 km radius)

The CNSA NSW Sydney Group has a steady base of financial support from industry sponsors. We acknowledge the generous support from the following sponsors:

- Ipsen
- Novartis Oncology
- Mundi
- Regional Health
- ICU Medical
- Astra Zeneca
- Tilray

This sponsorship allows the CNSA NSW Sydney Group to pay for meals and refreshments at educational events, venue hire, hire of audio-visual requirements, speaker gifts, and the travel assistance to rural attendees.

**We gratefully acknowledge the contributions of each of our sponsors over this past year.**

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Finally, thank you to the Board of Directors for their ongoing support, particularly:

- Lucy Gent      CNSA President
- Jemma Still    CNSA Executive Officer
- Amy Ribbons    CNSA Executive Assistant; and
- Anne Salvador   CNSA Administration Assistant

for all their support. I especially wish to acknowledge and thank my colleagues on the NSW Sydney Committee for their collegiality, ongoing commitment and hard work. I would also like to thank all the other members of CNSA NSW Sydney Group for their continued participation, contributions and support.

## Queensland State Group

The Queensland State Group (QLD SG) started the new membership year with close to 250 members and looked to build on the success of the previous 12 months.

### Our first event for the year examined The Older Person with Cancer.

We had 55 Cancer Nurses attend, and the event was live streamed through four venues at Princess Alexandra Hospital, Toowoomba Hospital, Cancer Care Services & Oral Health building, Harvey Bay and Bundaberg Cancer Care Centre.

We were delighted to have three expert speakers webcast from different Queensland locations, with Dr Richard Osbourne, Medical Oncologist; Braedon Denham, Pharmacist, and Robyn Berry, Geriatric Oncology Clinical Nurse Consultant combining to provide different perspectives and experiences.

### Our second event took a detailed look at Contemporary Management in Radiation Oncology.

Over 70 participants were able to join in from seven venues in Queensland, including Mackay Base Hospital, Sunshine Coast University Hospital and Rockhampton Hospital for the first time.

Our speakers were Dr Michael Huo, Radiation Oncologist; Dr Pauline Rose, Clinical Nurse Consultant, Radiation Therapy and Mark Jones, Radiation Therapist / General Manager of Icon Plan; Icon Group. Their practical contribution and insights were welcomed by the attendees, as were the networking opportunities provided at each of the locations.

### Our next 12 months will see continued growth.

In preparation for the next incredible next 12 months, the QLD SG are focusing on creating new webinars for Queensland members, and the CNSA members nationally. The goal of the committee is to share great speakers to empower and drive enthusiasm in the nursing community.

As the new Chair of the QLD SG, I would like to take this opportunity to acknowledge the support and encouragement of Pammie Ellem's and the rest of the committee. I would not have made this leadership role without your help.

### Queensland State Group Committee Members:

#### New/Continuing Committee Members

- Theresa Beane Chair
- Ron Middleton Deputy Chair
- Doreen Tapsall Secretary
- Leisa Brown-West
- Monique Richter
- Julie Evans

#### Exiting Committee Members

- Penny Reed
- Carla Thamm





## South Australian State Group

### South Australia State Group Committee Members:

#### New/Continuing Committee Members

- **Gabby Vigar** Chair
- Kristin Manuel
- Leanne McCance
- Julie Campbell
- Angela Luppino
- Heather Pearse
- Melissa Laan
- Alison Walsh
- Janet Baker

#### Exiting Committee Members

- Gill Miller
- Judy Iasiello
- Casey Plummer

During the 2019 – 2020 year, the CNSA South Australian State Group (SA SG) had a big change in Committee members. We farewelled long time Committee members Gill Miller and Judy Iasiello and we said goodbye to Casey Plummer who moved interstate. We would like to take this opportunity to thank them all for their huge contributions to the SA State Group. And it is a big warm welcome to our new Committee members, Kristin Manuel, Angela Luppino, Julie Campbell, Alison Walsh, Heather Pearse and Janet Baker, who all joined us through the year.

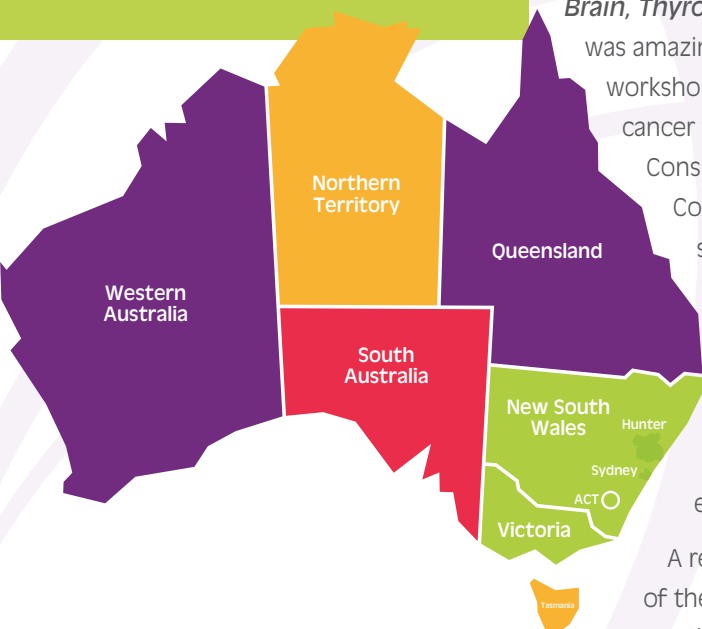
We had a hugely successful year in the professional development space here in South Australia. The first event we hosted was a breakfast event in May. The theme for our event was **“Bowel Cancer: From Beginning to End”**. We had 37 attendees, who all enjoyed the most magnificent breakfast and a brilliant line up of speakers which included a Radiation Oncologist, Colorectal Nurse Consultant and Medical Oncology Nurse Practitioner.

The second event we hosted was a dinner event in August. The theme of our event was **“Melanoma Matters”** and we had 57 people attend. We had a really diverse line up of speakers which included a Dermatologist, Medical Oncologist and a Medical Oncology Nurse Practitioner. The melanoma slides were particularly popular, as you can only imagine...nurses love this stuff! We had a real networking focus for this event, so we had registration/networking/entrée all together as a stand up and mingle. It was hugely successful.

Our last event was a full day workshop and our topic was **“Rarities in Cancer: Brain, Thyroid, and Bladder”**. Our event was held at the Adelaide Zoo, which was amazing and included a little hippopotamus watching. We started the workshop with Rare Cancer epidemiology followed by 2 speakers for each cancer type. We heard from a Radiation Oncologist, Neurosurgery Nurse Consultant and Nurse Unit Manager, Medical Oncologist, Urology Nurse Consultant, Endocrinologist and a Medical Physicist. It was a hugely successful day with 50 attendees.

The SA SG would like to thank the following companies for their very generous support and wonderful sponsorship over the last 12 months: **Amgen, ICU Medical, AMSL and Molnlycke**. Without you, the SA SG would not be able to provide the exceptional level of professional development or promote the essential contribution of South Australian cancer nurses.

A real focus of the SA SG this year has been to promote the work of the CNSA, at every opportunity. These opportunities included promoting the CNSA at any education event that we attended, or participated in. We were always quick to have some CNSA resources at the ready, such as member benefits flyers, and we made it a priority to display these at all professional development events we hosted. We have also discussed in our Committee, the role we have in advocating for cancer nursing, as well as providing professional development opportunities for



cancer nurses. We are working through the concept that nurses can value add to many things including setting statewide priorities for cancer patients.

We recognise that it is our SA members who can provide us with rich information about what they would like to see in the way of member benefits, professional development opportunities and specific skills they wish to learn. In every event evaluation we email out, we ask our members what it is they would like to know more about. And that is what drives our annual planning meeting. We collated all the responses we had received during the year and planned our 2020 events based on this. Based on feedback, we prioritise the need for nurses to have as much networking opportunity at our events as possible, so that information and experiences can be shared and connections and re-connections can be made.

We decided early on in the year, that we would like to be more organised as a Committee with a sustainable model that facilitated all Committee members' participation. So, we brought our planning day forward by 4 months. At our planning day in August, we decided on all event types, dates, topics and timings. We decided on 3 teams of 3 Committee members to plan our events. We decided on sponsorship prices, packages, limits and approach. Every decision was made on this day, which has set up 2020 to be organised, stress free, engaging and sustainable. Early organisation is the key. We also developed an event planning checklist, which enables all Committee members to have oversight of what needs to be done. We changed our 2020 Sponsorship Prospectus, based on some feedback we received. We sent it out early. We have sponsors for 2020.

We are all excited for the next year to come, to learn more about how our Committee can function more effectively, to understand what our SA members need and to facilitate all things learning.

## Victorian State Group

### Victorian State Group Committee Members:

#### New/Continuing Committee Members

- Sue Bartlett Chair
- Diane Davey
- Robyn McIntyre
- Tracey Dryden
- Kate Wakelin
- Sarah Corfe
- Angela Ballard
- Lauren Smith
- Clare Jeans
- Kate Cao

#### Exiting Committee Members

- Katherine Lane

The Victorian State Group started the 2019/20 with our first education event on the 30th October at the Nurses Memorial Centre. The night was all about Bugs and Biomes with 3 fantastic speakers who are experts in their field of infection prevention. The night was well received, and we look forward to collaborating more in the future with the Nurses Memorial Centre for our members.

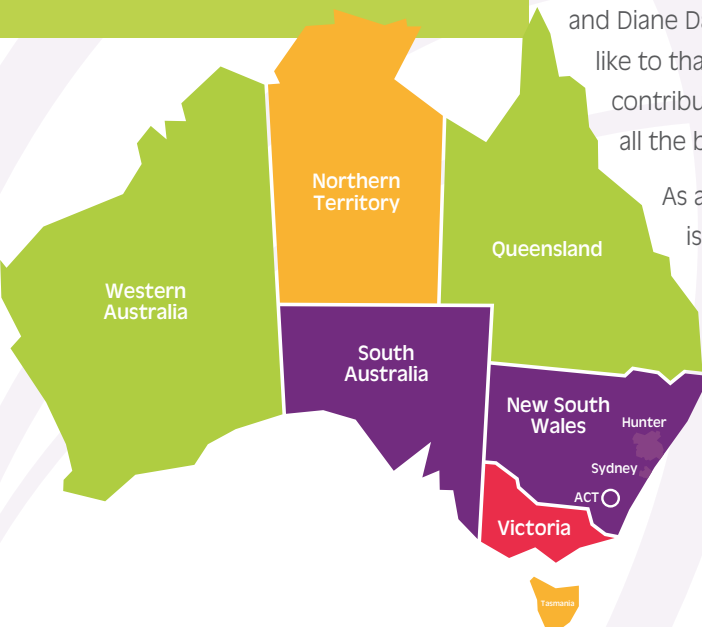
We then started 2020 with our first webinar on Voluntary Assisted Dying - the Victorian Experience thus far. This was well attended nationally, and the content and discussion were extremely thought provoking. Unfortunately, the other education events we had planned like everyone else have been put on hold for now, but we are in the process of organizing other webinar events so watch out for them.

We were lucky as a state group to have the opportunity to meet Lucy and Jemma when they were in Melbourne for the CNSA board meeting. For our group it was an opportunity to meet face to face including our newest members and to talk about CNSA and the Victorian State Group with Lucy and Jemma and the plans for the future. We welcomed our newest members to the group Lauren, Katie & Clare and look forward to working with them.

Our events would not go ahead without generous pharma sponsorship and we would like to acknowledge Roche for their support for this year for our event.

Finally, Katherine Lane resigned from the Committee on 16th May 2019 and Diane Davey, Deputy Chair finished her term on 31st March. I would like to thank and acknowledge Katherine and Diane for their enormous contributions and passion they gave to our Committee and I wish them all the best in the future.

As a Committee we are here for our members in Victoria, so if there is anything you would like to see in the future please don't hesitate to contact me on [victorianstategroup@cnsa.org.au](mailto:victorianstategroup@cnsa.org.au).





## West Australian State Group

CNSA WA State Group has had a successful year providing members with education, professional development and networking opportunities, in addition to promoting the organisation at two professional community events.

The WA State Group Committee under the leadership of Christine Henneker have met each month and both oversee and implement local operational requirements for the education events and other member benefits.

Sponsorship from Industry has been significantly reduced this year but remains an important component of the ability of the Committee to provide high quality and very highly evaluated educational events. Together with support from local high-profile speakers this support has ensured that three education events were offered to members and well attended. This year the CNSA WA State Group decided to provide high quality recordings of each education event and these recordings are now available to all members on the CNSA website.

This year CNSA had a promotional table at the annual University of Notre Dame Student expo and members interacted with motivated and keen student nurses while promoting CNSA alongside other professional organisations.

In February we were also honoured to present the dux award to member Brittany Galvin for the Postgraduate Pathway Cancer Program at Sir Charles Gairdner Hospital. This provided an important opportunity to promote CNSA and encourage novice cancer nurses to consider joining a professional organisation. We proudly presented Brittany with the gift of one years' complimentary membership and provided tokens of appreciation to each student's cancer nurse mentor.

CNSA WA State Group offers two travel grants to members to attend Annual Congress and this year one grant was awarded to Isobel Black.

Travel grants to support regional nurses to attend CNSA WA education events remain available to members.

The same committed WA State Group Committee will remain in place for 2020/2021 The WA State Group Committee has planned four educational events for 2020/2021. Due to COVID 19 travel and social distancing restrictions these events will now be reviewed, rescheduled or formatted using webinars.

### West Australian Group Committee Members:

#### New/Continuing Committee Members

- Chris Henneker Chair
- Sara Jaenke
- Sharon Ray
- Nicole Watson
- Tanya O'Connor
- Therese Thompson
- Claire Kelly
- Anita House
- Peggy Briggs



### Education events 2019/2020

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- Saturday 27th July 2019 – Breakfast event:  
*“Haematology nursing: more than just a blood count”.*
- Thursday 12 September 2019 – Dinner event:  
The first in a professional wellbeing for cancer nurses series -  
*“The power and importance of nursing: always felt, seldom seen”.*
- Saturday 9th November 2019 – Breakfast event:  
*“Optimising neuro oncology care”.*
- Saturday 28th March 2020 – Urological Cancers:  
*“Bigger than a wee problem –Cancelled due to COVID-19”.*

### Sponsorship was received for the 2019/2020 education events from:

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- MSD
- Genesis Care

### Not for profit support at events

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- Lymphoma Australia
- Leukaemia Foundation
- Myeloma Australia
- Continence Foundation

# Specialist Practice Networks

Specialist Practice Network Chairs

Breast Oncology Specialist Practice Network

Cancer Nurse Practitioner Specialist Practice Network

Gynaecological Oncology Specialist Practice Network

Radiation Oncology Specialist Practice Network

Vascular Access Device & Infusion Therapy Specialist Practice Network

## Introduction

- Head and neck cancer (HNC) was the 7<sup>th</sup> most commonly cancer in Australia in 2017. Incidence has slightly increased due to the increase in HPV related oral cancers.
- Surgery remains the primary of treatment, +/- radiotherapy and chemotherapy. All these treatments are associated with short-term consequences that can have a profound impact on quality of life and changes to daily life.
- Informal caregivers have a role in the ongoing support and care of individuals impacted by HNC, includes issues such as nutrition, speech and socialisation, physical care and pain management.
- To date, there is no published literature review addressing the experiences and their support needs of caregivers of patients with HNC.

## Aim

- The aim of the review was to identify and synthesise the published literature about the experiences and support needs of caregivers of patients with HNC.

## Methods

- An integrative literature review was conducted to examine current knowledge about the experiences and the support needs of caregivers of patients with HNC.
- A systematic literature search strategy was conducted in April 2018 using CINAHL, MEDLINE, PsycINFO and Scopus.
- After the application of inclusion and exclusion criteria, 20 published studies were included in the review.
- Thematic analysis was used to identify dominant themes.

Figure: PRISMA Flow Diagram





# Specialist Practice Network Chairs

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**Bec Greenslade**  
*AYA SPN Chair*



**Danielle Spence**  
*Breast SPN Co-Chair*



**Jenny Gilchrist**  
*Breast SPN Co-Chair*



**Justin Hargreaves**  
*CNP SPN Chair*



**Anne Mellon**  
*GYN SPN Chair*



**Michelle Roach**  
*RON SPN Chair*



**Nicole Gavin**  
*VAD&IT SPN Chair*

## Breast Oncology Nurses Specialist Practice Network

### Congress 2019

We held a special practice meeting June 20 prior to commencement of the annual Congress where we workshopped educational interests to inform session development at future Congress/conferences breast care nurses were likely to attend. The Australasian Society for Breast Disease conference was identified as a key event for the 2019 year and it was proposed by members that we scope a dinner event that could include presentations around meeting the needs of complex patients. Members were seeking advice around strategies to manage patients with history of mental health disorders and to learn about supports available. In addition, there was interest to discuss strategies for self-care, especially in managing patients who may seek alternative treatments.

On Day 2 of Congress we hosted a breast oncology session on clinical trials in breast cancer. This interactive session aimed to educate cancer nurses and allied health professionals on the utility of clinical trials in cancer. Focussing on breast cancer trials and covering neoadjuvant, surgical and metastatic clinical trials, we explored the benefits of clinical trials for patients and how to navigate barriers to recruitment. Our expert group provided tips on how to advocate for patients and empower patients themselves to discuss being involved in all phase clinical trials. Presenters included: Prof Bruce Mann, A/Prof Elisabeth Elder, Dr Ben Forster, Jenny Gilchrist and Danielle Spence.

### Australian Society of Breast Disease Conference 2019

In response to member feedback, we held a dinner meeting supported by GenesisCare/ McGrath Foundation and Cancer Nurses Society of Australia at the ASBD conference on the Gold Coast on Friday 11th October. The topic was Managing Communication Challenges in Complex patients.

The event attracted 64 attendees and included:

- BCNA presenting the new My Journey Online tool for Breast Care Nurses to use for their patients.
- GenesisCare presenting new techniques and services
- McGrath presenting the new model of care underway
- Psychologists spending time with the audience to generate a discussion about real practice examples of complex patients

Participants commented that they would like more formal communication training and not all breast care nurses have access to clinical supervision. Future events have been impacted by the COVID-19 pandemic with the cancellation of Congress. We have therefore focused our efforts on education delivery via digital platforms.

### Webinars

The leadership of the Breast Oncology Nurses Specialist Practice Network have been active during this time, helping to develop several webinars that have been actively promoted to our membership.

### Breast Oncology Nurses SPN Committee Members

#### *New/Continuing Committee Members*

- Danielle Spence Co-Chair
- Jenny Gilchrist Co-Chair
- Marion Strong
- Vicki Durston
- Zeina Hayes
- Sarah Pratt
- Moira Waters
- Valerie Smith
- Joan Burgess
- Julie Evans

### VCCC COVID-19 and Cancer in Victoria: enhancing communication skills for telehealth delivery

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The VCCC COVID-19 and Cancer in Victoria: enhancing communication skills for telehealth delivery was facilitated by Danielle Spence and open to registration nationally. Discussion focused on the rapid uptake of telehealth as a result of COVID-19. We workshopped how the fast pace of change, has meant the sector has had to develop and implement 'how to' guides and best practice around the implementation and use of telehealth for both health professionals and consumers. The nature of telehealth requires healthcare professionals to structure their consultations with patients differently to optimise the experience for everyone involved. It seems that regular use of telehealth for patient consultations will be part of the 'new normal' across health care once the pandemic subsides and co-design models will be required to ensure the best outcomes for patients and families.

We encourage our members to get involved in research and evaluation around effectiveness of telehealth in cancer care to ensure we develop sustainable and effective models post the pandemic response.

### Impacts of COVID-19 on Cancer and Cancer Nursing

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This webinar provided practical advice and case studies directly relevant to Oncology nurses, with a focus on the direct impacts of COVID-19 on the cancer nursing workforce. Discussion areas included:

- An overview of the supportive care needs of people affected by cancer both now and into the future
- Clinical ethics and decision making
- Policy and advocacy priorities as we examine and prepare for the impact of COVID-19 on cancer incidence

Facilitated by Danielle Spence, guest speakers included Professor Sanchia Aranda, CCA, Professor Clare Delany, The University of Melbourne; A/Prof Lesley Stafford, Royal Women's Hospital and Katherine Lane, CCV. During the webinar we workshopped some of the changes nurses have faced including supporting patients and families through psychological trauma associated with treatment planning in the midst of a pandemic, impact of visitor restrictions and bereavement distress some people have experienced if restricted from being with those they love at end of life care.

### Scholarships

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We were able to secure a scholarship opportunity for Cancer Council Victoria's Clinical Consultation Skills Retreat at Torquay Victoria in October 2019. All Victorian-based nurses working in full or in part with people living with cancer that were Full Members of CNSA were eligible to apply. The retreat, delivered in partnership with Deakin University, was designed specifically to enhance core communication skills and mentoring capabilities for clinical scenarios, including delivering bad news and discussing end-of-life care.

The successful applicant was Gill Kruss Metastatic Breast Cancer Nurse Practitioner Monash Medical Centre Moorabbin|Monash Cancer Centre who is a member of the Breast Oncology Nurses Specialist Practice Network.

### Committee Representation

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Influencing policy that impacts on our members' practice and people affected by breast cancer remains a strong interest to the Breast Oncology Nurses Specialist Practice Network. Over the past twelve months the leadership group have continued to work with the McGrath Foundation to provide expertise in the development of their new model of care. Jenny Gilchrist is represented on the Expert Reference Group and Danielle Spence is represented on the Expert Working Group.

Several of our members were also involved in the steering group or the expert working groups for **Cancer Australia's Draft Guidance for the Management of Early Breast Cancer**. Through these expert groups we have been able to advocate for: "All patients with a potential or known diagnosis of breast cancer to have access to information and support at every stage of diagnosis, treatment and follow-up. A key contact person, ideally a breast care nurse, should be agreed as soon as possible (within 7 days is optimal) to support communication and coordination of patient-centred care. We also promoted that in regional or remote areas, consultations may be via telephone and/or video conferencing calls.



## Cancer Nurse Practitioner Specialist Practice Network

The CNSA CNP SPN has continued to provide quality education and support to our members over the 2019/2020 period. The SPN has seen membership remain steady with 65 current active members down from 66 2018/2019 this in spite of significant change and disruption caused by the COVID -19 pandemic.

The main focus of the CNP SPN continues to be on providing excellent and relevant education targeted toward Nurse Practitioners working in a variety of cancer related specialties. 34 members attended the Dermatology issues in cancer workshop held at the Pan pacific hotel in Perth on the 9th September 2019. The main speakers for the day included renowned dermatologist Pablo Fernandez Peñas and wound care nurse practitioner Margi Moncrieff. The workshop was well received by all that attended. Unfortunately, the main 2-day workshop for 2020 focussing on mental health, wellbeing and nurse practitioner resilience was cancelled due to the COVID -19 pandemic.

### Sponsors for 2019/2020 period include

- Amgen (2020 postponed)
- Astellas (2019)
- Astra Zeneca (2019)
- Ipsen (2020 postponed)
- Menarini (2020 postponed)
- Pfizer (2019)
- Servier (2020 postponed)

Also, a reminder to all CNP SPN members that a travel grant of \$1000 total per year is offered to assist with travel to attend one or both of the CNP SPN educational sessions.

### Cancer Nurse Practitioner SPN Committee Members

#### *New/Continuing Committee Members*

- Justin Hargreaves Chair
- Michael Cooney
- Gillian Kruss
- John McKenna
- Kristin Linke
- Michael Fitzgerald
- Katrina West
- Sue Bartlett
- Rebecca Paul
- Rachel Pitt

#### *Exiting Committee Members*

- Juliane Samara

## Gynaecological Oncology Nurses SPN Committee Members

### *New/Continuing Committee Members*

- Anne Mellon Chair
- Bronwyn Jennings
- Olivia Cook
- Danielle Carpenter
- Natalie Williams
- Belinda Zeilony
- Nicole Kinnane
- Isobel Black

## Gynaecological Oncology Specialist Practice Network

The CNSA Gynaecological Oncology Nurses Specialist Practice Network (GYN SPN) was established in 2011 and has grown to 165 current members, including nurses working in both the public and private sector across Australia and New Zealand. The GYN SPN members are kept abreast of relevant information through the CNSA newsletter and email updates.

Anne Mellon continues in the role of Chair of the GYN SPN, with Bronwyn Jennings as Deputy Chair and Olivia Cook as Secretary. GYN SPN Committee members include Danielle Carpenter, Natalie Williams, Belinda Zeilony, Nicole Kinnane and Isobel Black. The Committee has held 2 Committee meetings during this year.

The CNSA GYN SPN were successful in their application to hold a Gynaecology Pre-Congress Symposium in 2020, an opportunity for those working in the area of Gynaecology to participate in professional development with a specialty focus.

The educational content of the symposium included both current and innovative models of care in the management of gynaecological cancer. Due to the cancellation of Annual Congress in 2020 this did not go ahead, but is planned for inclusion in the program for Annual Congress 2021.

The nurses' workshop at the International Gynecologic Cancer Society Annual Global Meeting in Rio de Janeiro, Brazil in September 2019 was a great success. Topics presented included global perspective of gynaecological cancer; cancer nursing in South America; cervical cancer program in Latin America; sexuality and gynaecology patients; and a panel discussion on endometrial cancer in Brazil. Despite the small number of attendees, those that participated included leaders in oncology nursing in Brazil. Robust discussion was had in relation to all topics and the panel discussion was a breakthrough for Brazilian nurses as it was the first time they have been included in the dialogue with doctors regarding the endometrial cancer epidemic in Latin America. It was fantastic to be able to facilitate such a ground breaking experience for them, something that we in Australia take for granted within our multidisciplinary teams.

The year 2020 marked ANZGOC's 20th anniversary and the ASM promised to be a fantastic occasion. The program for the nurses' workshop had been finalised and planned to focus on wellbeing and Gynaecology advanced nursing practice. Due to the ASM being cancelled in 2020, the workshop will be included in the program for the ANZGOC ASM 2021.

## Radiation Oncology Nurses Specialist Practice Network

The Radiation Oncology Nurses Special Practice Network (RON SPN) comprises of 10 passionate nurses from 5 Australian states. As Committee members we aim to facilitate nursing knowledge and nursing skills around the theory of radiation therapy and the management of acute and late treatment side effects. We also aim to educate the wider nursing community to the value and importance of well-educated radiotherapy nurses.

We meet face to face annually at the CNSA conference and participate in teleconferences throughout the year.

### What's new from the past year?

- **Radiation Oncology Alliance**

Following on from last year's invitation to join the Radiation Oncology Alliance we have been involved in a working party to incorporate the *"Practice Principles for the care of patients undergoing radiation therapy"* into the Alliances' Radiation Oncology Practice Standards (ROPS) document.

We also provide input and feedback on Alliance initiatives, ie: AIDA (Australian Indigenous Doctor's Association), Establishing and Sustaining Regional, Rural and Remote Radiation Therapy Centres.

- **Radiation Oncology Model of Care Scoping Survey**

The RON SPN are in the final stages of drafting a scoping document to inform us on what other centres around Australia are doing in terms of nursing care for the patient receiving radiation therapy in order to develop a "national" radiation oncology model of care.

Once the draft is complete, this document will be distributed to cancer centres' around Australia, we as a group will then collate the response and formulate a model of care.

### CNSA Annual Conference

How disappointing that this year's CNSA conference had to be cancelled due to the COVID-19 crisis.

We were very excited at the prospect of our Pre-Congress Rad Onc Symposium *"Radiation Therapy: The epitome of Precision Care Everywhere"*.

Once again I would like to extend a heartfelt thanks to my fellow RON SPN Committee members; Nicola Lanci (VIC), Pauline Rose (QLD), Stacey Buxton (NSW), Meg Hughes (NSW), Diana Ngo (NSW), Gabby Vigar (SA), Sylvia Barker (WA), Paula McLeod (NSW) and Andria Notman (QLD) you guys are the absolute best.

### Radiation Oncology Nurses SPN Committee Members:

#### New/Continuing Committee Members

- **Michelle Roach** Chair
- Gabby Vigar
- Meg Hughes
- Sylvia Barker
- Stacey Buxton
- Pauline Rose
- Paula MacLeod
- Nicola Lanci
- Diana Ngo
- Andria Notman

#### Exiting Committee Members

- Rae Blades



## Vascular Access Device & Infusion Therapy Specialist Practice Network

### Vascular Access Device & Infusion Therapy SPN Committee Members:

#### New/Continuing Committee Members

- Nicole Gavin Chair
- Kerrie Curtis
- Fiona Fuller

At the 2019 Annual Congress the Vascular Access Device & Infusion Therapy Specialist Practice Network (VAD&IT SPN) ran a pre-congress workshop sponsored by 3M titled *“Skin in the game: protecting vulnerable skin and CVAD securement”*.

Thirty one CNSA members attended this pre-congress workshop which focused on the prevention of medical adhesive related skin injury (MARSII), the appropriate use of CVAD dressings and dressing management with topics including anatomy and physiology of the skin, pathophysiology of skin in

patients diagnosed with cancer, MARSII incidents and prevention, prevalence of impaired skin surrounding devices in cancer care and the principles of dressing management.

The interactive sessions offered paediatric and adult patient case study discussions with group input into the prevention and management of infection, wound management, extravasation management, and appropriate dressing management for IV/CVAD care in the cancer population. To finish the day participants were provided with the tools to implement a CVAD associated skin impairment algorithm in their own hospitals.

The VAD&IT SPN received Special Project Funding from the CNSA Board to conduct a vigorous systemic review of the literature to update the CNSA Central Venous Access Devices: Principles for Nursing Practice and Education Guidelines from 2007. The scope has altered to include peripheral as well as central venous access devices and paediatric and adults.

This was as a result of the collaborative CNSA / eviQ project in 2013 which identified the CNSA CVAD Guidelines, 2007 were a unique and critical document for cancer nurses to assist and guide clinical practice. The CNSA VAD&IT SPN embraced the challenge to revise the document, topic by topic. The content will be readily available for all cancer clinicians using the Cancer Council Australia wiki platform.

An extensive search of the literature was run in March 2019 and over 5000 articles were screened, resulting in 111 articles for data extraction to assist with answering the most complex clinical questions on vascular access & management in cancer care. This work completed thus far, aligns with the rigorous methodology of a systematic review and is close to being ready for public review.

This project, once completed, will provide direct links to the most up to date & relevant resources available from both CNSA & third parties, to provide clinicians with the tools to provide best practice vascular access & management care to patients throughout Australia & New Zealand.









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