The Bree Collaborative Chemotherapy Charter and Roster

Problem Statement

Chemotherapy to treat cancer can cause a wide variety of side effects from hair loss to pain, nausea, and a decrease in white blood cells leading to infections.¹ Patients frequently seek treatment through emergency departments, indicating an opportunity for better symptom management throughout the disease course through oncology and primary care and also during and after the emergency department visit.²

Aim

To develop best practice recommendations for symptom management during chemotherapy regarding:

- Assessment of patients undergoing chemotherapy
- Supportive services
- Care delivery framework(s)

Purpose

To propose evidence-based recommendations to the full Bree Collaborative on:

- Defining care delivery pathways for interdisciplinary team-based care including pain management, assessing patient and caregiver needs, and care coordination.
- Standard evaluation of patients undergoing chemotherapy for cancer treatment.
- Integrating palliative care alongside life-prolonging and/or curative care.
- Addressing health disparities in access to and quality of chemotherapy.
- Process and patient outcome metrics.
- Addressing barriers to integrating recommendations into current care systems.
- Identifying other areas of focus or modifying areas, as needed.

Duties & Functions

The Chemotherapy workgroup will:

- Research evidence-based and expert-opinion informed guidelines and best practices (emerging and established).
- Consult relevant professional associations and other stakeholder organizations and subject matter experts for feedback, as appropriate.
- Meet for approximately nine months, as needed.
- Provide updates at Bree Collaborative meetings.
- Post draft report(s) on the Bree Collaborative website for public comment prior to sending report to the Bree Collaborative for approval and adoption.
- Present findings and recommendations in a report.
- Recommend data-driven and practical implementation strategies.
- Create and oversee subsequent subgroups to help carry out the work, as needed.
- Revise this charter as necessary based on scope of work.

Structure

The workgroup will consist of individuals confirmed by Bree Collaborative members or appointed by the chair of the Bree Collaborative or the workgroup chair. The chair of the workgroup will be appointed by the chair of the Bree Collaborative. The Bree Collaborative program director and program assistant will staff and provide management and support services for the workgroup.

Less than the full workgroup may convene to: gather and discuss information; conduct research; analyze relevant issues and facts; or draft recommendations for the deliberation of the full workgroup. A quorum shall be a simple majority and shall be required to accept and approve recommendations to send to the Bree Collaborative.

Meetings

The workgroup will hold meetings as necessary. The program director will conduct meetings along with the chair, arrange for the recording of each meeting, and distribute meeting agendas and other materials prior to each meeting. Additional workgroup members may be added at the discretion of the workgroup chair.

Name	Title	Organization

¹ Centers for Disease Control and Prevention. Available: <u>www.cdc.gov/cancer/survivors/patients/side-effects-of-treatment.htm</u>

² Panattoni L, Fedorenko C, Greenwood-Hickman MA, Kreizenbeck K, Walker JR, Martins R, Eaton KD, Rieke JW, Conklin T, Smith B, Lyman G, Ramsey SD. Characterizing Potentially Preventable Cancer- and Chronic Disease–Related Emergency Department Use in the Year After Treatment Initiation: A Regional Study. J Oncol Pract. 2018 Mar;14(3):e176-e185.