I. Call To Order/Welcome
Attendees were welcomed and appreciation expressed for all the help in planning the meeting, especially all the volunteers who dressed up as pirates and stood outside opening ceremony, made decorations, and posted flyers regarding the meeting. This was a huge success!

II. Recognition
- Pearl Moore, CEO of ONS, recognized the generous support of the vendors to the Radiation SIG over the past years. In particular, Varian for their continued support of ONS Excellence Awards, MedImmune for the new Excellence Award, the support of the RONEE, and on-line resource website, and Cytogen for hosting this year’s business meeting. She also presented an appreciation letter to Patty Kamimoto for her past support during her nursing liaison tenure at MedImmune to the profession of radiation oncology nursing (Patty has moved laterally to a medical science liaison).

- Karen Stanley, ONS president, addressed the membership and provided national information. She also honored Marilyn for her work with the Radiation SIG.

III. ONS Foundation
Catherine Burke, ONS Foundation Board Member, spoke about ONS Foundation and thanked the group for leading the SIGs in raising $800 for the Foundation. She recognized the second year fundraising at the planning meeting and that many RT nurses have benefited from the ONS awards.

IV. ONS Health Policy
Ilisa Halpern, ONS Health Policy Associate, challenged the SIG to join ONStat, sign the petition cards, and to write their senators/representatives throughout the year. She encouraged RT nurses to volunteer and sign up for the legislative group that would be forming within the RT SIG.
V. ONS Representatives
- Diane Scheuring, ONS Manager of Member Services, shared vital statistics about the RT SIG. As of Congress, there were 999 members! She spoke about the virtual community (radiation.ons.wego.net) and encouraged nurses to sign up for the RT virtual community. Also, she would be available during congress to help any member to sign up.

- Kris Lefebvre, ONS Education Associate, shared information and statistics about the RT Course. Highlight statistics included: 59 current trainers, over 1000 participants completed numerous classes, 18 courses were scheduled so far in 2005, and 140 participants who attended the course here at Pre-Congress.

VI. Approval of 2004 RAD SIG Meeting Minutes
Minutes from 2004 were approved and accepted. Donna Green requested to accept the minutes as presented, Kathleen Bell seconded the motion, and unanimous agreement to pass the minutes by the members was given.

VII. Announcements
- Marilyn Haas introduced the leadership group within the RT SIG and thanked them for their involvement during this past year: Elections for a new SIG Coordinator would occur this year and reviewed requirements and enthusiastically encouraged members to submit their application.

- Announced award winners: Varian Excellence in Radiation Oncology was given to Carrie Daly and the new MedImmune award, ONS Excellence in Care of the Patient Receiving Radiation Therapy, was given to Mary Burns. Criteria for both awards was shared and can be found on the ONS webpage.

- Newsletter information was shared. Appreciation expressed for the editors and all the authors who submitted over this past year. Annette Quinn was recognized for all her years as one of the co-editors. Mary Ellyn Whitt joined as a new co-editor this past year. Deadlines for submission were announced and encouragement given to members to submit articles, including any clinical pearls about symptom management.

- Manual for Radiation Oncology Nursing Practice and Education was released at IOL, 2004. It is already among the top 10 best sellers of ONS publications (#6).

- Encouraged members to attend many of the RT related topics being presented at this year’s Congress and encouraged members to submit topics for next year’s congress.
VIII. RT SIG Survey Results
December 2004 RT SIG survey results were shared. Highlights were:

a. 45% 40-49 years of age/ 38% 50-59 years of age
b. 97% Females/ 3% Males
c. 42% having 11-20 years of experience and 26% over 21 years
d. 78% belonging to other professional organizations, with highest reporting local ONS chapter’s membership (77%)
e. 86% felt the most valuable service of RT SIG was access to current information and 63% love the Boost
f. 55% wish we would share more resources

Volunteers are needed to review the trends and needs of the RT SIG for the upcoming years. Contact Elise Carper, the incoming RT SIG Coordinator.

IX. Manual for Radiation Oncology Nursing Practice and Education
William Hogle presented a framed copy of the Manual for Radiation Oncology Nursing Practice and Education to Marilyn Haas for all her hard work over the past two years as the RT SIG Coordinator.

X. State Baskets
State baskets were plentiful this year and given away as door prizes! Gigi Moore was the inspiring person for this event again and MC the give-aways. There were over 30 state baskets that were brought by members and vendors. Thanks to everyone who packed and took home a little extra gifts in their suitcases.

XI. RAD SIG Membership
Marilyn Haas shared the statistics about the RT SIG. As of April 30, 2005, there are 999 members! Information will be placed on the RT virtual community.

XII. RONEE Update
The progress on the RONEE (Radiation Oncology Nurse Enhancing Excellence) was shared. Approval was given by the ONS Board to proceed and Marilyn Haas will be leading the project. There will be 8 CD modules, self-directed to help RT nurses learn about how to take care of a radiation therapy patient from Diagnosis/Staging, Treatment modalities, Simulation, Treatment Nursing Management, Discharge, and Follow-up. This is designed specifically for nurses working daily in radiation therapy and plans are to be released in 2006.

XIII. Committee Report
Reports from the various committees were handed out. Chris Ellis stepped down as historian (looking for a volunteer). Denise Dorman stepped down as the ASTRO liaison and no new member has been appointed. Thanks to both of these individuals.
XIV. **Radiation Therapy and You Booklet**

Revisions are coming along with the “Radiation Therapy and You” booklet by NIH. Thanks to the volunteers who reviewed the draft-Paulette Komarny, Kathleen Bell, Katen Moore, Bonnie Wivell, Mary-Ellyn Witt, Susan Bruce, Sandra Aardsma, and Marilyn Haas.

XV. **2004 Accomplishments**

Awards: Susan Bruce and Sandra Aardsma – Scofield Award/ Mary Ellyn Witt-Honorable Mention for the SIG Newsletter “Best Article” Award for 2005/ Donna Green- Lauren J. Holm Award for Excellence in Clinical Nursing/ Marilyn Haas- Connie Henke Yarbro Excellence in Cancer Nursing Mentorship Award. Also

- Radiation Expert- updated/added new experts
- Mission statement,strategic plan/goals was revised
- RT Careplans-ongoing committee
- ASTRO Conference- ONS exhibited- first time!
- Scholarship- ongoing committee
- Membership drive- very successful!

XVI. **Volunteer Projects**

This year’s volunteer projects were discussed and will be posted on the web page. Any interested RT nurse should contact the RT SIG Coordinator, Elise Carper. Volunteer activities are needed for the following workgroups: QI/Needs Assessment Survey Trends Workgroup RT Nurse Mentorship/RT Nursing Competencies/RT Nursing Careplans ONS/ASTRO – PR Booth in Fall/Scholarship Work Committee/Legislative Work Committee/Research Workgroup: Topic Mammosite/Evidence-Based Guidelines Workgroup: Pacemaker/Defibrillators/Boost: Willing to write/ Topic Suggestions/

“Practice Corner” Question.

XVII. **Congress 2005 Presentations and Posters**

Various presenters of posters and sessions were announced and encouraged members to attend.

**Presentations:** Friday, 10:30-noon Instructional Session 12: Palliative Radiation Therapy/Friday 1-1:50 Meet the Expert- Patient Management Challenges in Delivering combined Modality/Saturday, 10:30-noon Ensuring Quality in Radiation Oncology Nursing/Saturday 1-1:50 Repeat of Patient Management Challenges in Delivering combined Modality/Saturday, 2:30-4pm Radiation Therapy: Strategies for Success/Saturday, 4:30-6pm Creating Chapter Excellence.
Posters:  Saturday 2:30-4pm Patients Experience of Receiving Radiation Treatment for Head and Neck Cancer: A Qualitative Study, Maureen McQuestion (Mary Anne Robbins moderator)/Setting the Pace in Radiation Oncology: Current issues in treating the patient with a pacemaker, Jayne Waring Patients Undergoing Radiation Treatment Were Clinically Evaluated for Skin Integrity, Pain and Itching in a Preliminary Trial Using RadiaPlex-RX Gel Containing 0.2 Hyaluronic Acid- Katen Moore and Marilyn Haas/Developing an Evidenced Based Telephone Follow Up Program in Radiation Oncology, Karen Smink/Uniting Oncology Nurses to Decrease Variability In Amifostine Administration, Annette Quinn, Carrie Daly, Tracy Gosselin-Acomb From Fear to Fact: Strategies for Enhancing Radiation Safety Knowledge and Attitudes Among Nurses, Joanne Kelvin, Lawrence Duer, Jen St. Germain, Christopher Horan and Janine Kennedy/Image Guided Intensity Modulated Radiation Therapy and Stereotactic Immobilization Body Frame: A Novel Approach to Treatment of Parapinal Tumors, Joan Zatchky/Treatment of Anemia with Aranesp in the Radiation Oncology Setting, Donna Finney, Ron Allison/Successful Delays of Mucositis in Head and Neck Patients Receiving Radiation Therapy: Tools of Community Radiation Nurses, Maryann Dzibelé/Building an Alliance: Collaborating the Care of Pediatric Radiation Patients Between A Children’s Hospital and an Urban Adult Teaching Hospital, Tami Robison, Lenise Taylor Creation of a Pediatric Program in an Adult Radiation Center, Lenise Taylor and Tami Robinson A Nursing Retreat: A Time to Teach, Strengthen, and Renew the Radiation Oncology Nurse, Cynthia Briola, Carole Sweeney, Jean Holland, Mariellen Smith, Joanne McGarvey

XVIII. Research Initiatives
Research initiatives were announced: Perceptions of RT Nurses Regarding Management of Patients Receiving Combined Modality- currently on-line (Zoomerang), Tracy Gosselin-Acomb- 2005 Congress chair / Marilyn Haas- Utilizing Geriatric Skills in Radiation Therapy, Geriatric Nursing, 26,6:355-360/ Poster Presentations at ONS Research Conference (Tracy Gosselin-Acomb, Deb Bruner, Marilyn Haas, Katen Moore)

XIX. Nursing Care in Radiation Oncology Book
Nursing Care in Radiation Oncology Book is now of out print. New editors for Radiation Therapy: A Guide to Patient Care by Elsevier Publisher are Marilyn Haas, William Hogle, Gigi Moore, and Tracy Gosselin-Acomb Gosselin.

XX. Membership Drive
We had success last year with sending postcards to our fellow RT nurses who were not members of the RT SIG. This year we will again send postcards to our international RT nurses in Canada to join the SIG.

XXI. ONS Foundation Race
RT SIG will again run together with red hats supplied from Varian (Running Reactors) at the 5K Race on Saturday. Thirty people participated last year and expect to have same numbers again this year.
XXII. Thank You
Marilyn Haas thanked the entire SIG for their willingness to help over the past years and looks forward for their continued support and participation.

XXIII. Adjournment
Meeting adjourned at 7pm after the wine and cheese reception hosted by Cyptogen.

Attendees List for RAD SIG Meeting

SIG Members
Karen Abbas  kabbas@healthquest.org
Sheila Baez  sbaez@washoehealth.com
Julie Baumberger  baumberger@medx.ray.com
Kathleen Bell  kbell@spectrumhealth.com
Shirley Berkstresser  berkss@shands.ufl.edu
Barbara Bertels  bertelbg@moffitt.usf.edu
Stephanie Bino  bino@mail.holynam.org
Mary Kay Blenco  marykblen@aol.com
Lisa Blevins  lblevins@gbmc.org
Cindy Briola  c briola@fccc.edu
Susan Bruce  bruce001@med.duke.edu
Kathy Burns  kburns@harthosp.org
Mary N. Burns  rburns2098@aol.com
Nora Buttrick  nb utrnick@nrcc-inc.org
Cathy Buzbee  buzbeecatherine@mams.edu
Nicole Candiff  Nicole.candiff@hcahealthcare.com
Elise Carper  ecarper@chpnet.org
Juline Clifford  jclifford@cancercenter.org
Ginger Costin  costing@collinscom.net
Carrie Daly  daly6273@comcast.net
Mary Eanniello  mkeanniello@sbcglobal.net
Barbara Eisenhardt  beisenhardttr@yaho.com
Ella Emerson  e emerson@armac.org
Linda Everston  ileverton@cox.com
Giselle Evora  gevora@chpnet.org
Mary Feeley  m feeley@lj.edu
Lin Fichuk  lfichuk@mropa.com
Vickie Fieler  vfieler@vhr.org
Shirley Freeman  freeman@rol.unc.edu
Sandra Frey  Sandra_frey@lvh.com
Michael Fritz  ftizxfour@hotmail.com
Tracy Gosselin-Acomb  gosse001@mc.duke.edu
Donna Green  greenda@mmc.org
Nancy Gregoria  nancy.gregoria@rmp.unh.on.ca
Marilyn Haas  mlyhaas@worldnet.att.net
Jennifer Haller  hallerjm2@upmc.edu
William Hogle  hoglewp@ph.upmc.edu
David Jones  jonesd@centracare.com
Sally Kazilek  skazilek@yahoo.com
Diane Keasbey  keasbey@localnet.com
Joanne Kelvin  kelvinj@miskcc.org
Cate Knoll  knollc@mropa.com
Barbara Kobosky  Barbara.kobosky@med.va.gov
Paulette Komarny  Paulette.komarny@verizon.net
Linda Kron  lkr one@allsaintshealthcare.org
Kathy Kuzela  kku zela@cox.net
Rabia Muhammad  rabiya@verizon.net
Karen Mah er  kemaher@mac.com
Cherlene Mancuso  mancuso_99@yahoo.com
Cheryl Maughmer  cjmaughm@utmb.edu
Brenda McKay  bmckay@christinacare.org
Maureen Mc Question  maurene.mcquestion@rmp.uhn.on.ca
Jane Meythaler  jmeythaler13@aol.com
Gigi Moore-Higgs  mooreg@shands.ufl.edu
Katy Moore  katen.moore@med.va.gov
Cheryl Petersen  cherpets@hotmail.com
Patricia Poirier  mainedreams@aol.com
Lenise Rey lor  uniset@comcast.net
Maryann Robbins  robbins@radonc.duke.org
Kathy Robertson  snowcone50@aol.com
Marjorie Rou hue  
Dawn Sadoski  dsadoski@wakeradiology.com
Linda Sciuto  lsciuto@cc.nih.gov
Kathleen Shedlock  kathle ens.shedlock@us oncology.net
Karen Shinkle  kshinkle@christianacare.org
Karen Sm ink  smink@radonc.duke.edu
Sheila Sparks  s gsparks@bellsouth.net
Carolyn Steffen  cas0430@bjc.org
Cindy Tanton  c tanton@samc.org
Lenise Taylor  uniset@comcast.net
Diane Timmerman  dtimmerman@qci.net
Cindi Umbaugh  cumbaugh@egh.org
Jayne Waring  jswaring@mebtel.net
Rosa Zapata  valicha@vel.net
Not SIG Members

Sandra Aurdsma  sandraaardsma@advocatehealth.com
Brenda Avery  bavery@ckui.net
Rebecca Bedford  rabbitbedford@earthlink.net
Donna Berry  donnalb@u.washington.edu
June Bianchini  jbianchini@bccancer.bc.ca
Fran Blythe  frances.blythe@mail.tiu.edu
Debra Bowen  bowenda@gunet.georgetown.edu
Lynne Brophy  lynne.brophy@trihealth.com
Cecilia Brown  brownch@shands.ufl.edu
Rebecca Brown  restebrown@msn.com
Margaret Cawley  mmc9006@nyp.org
June Cobern  jcobern@cyzon.ca
Debbie Doughty  Debbie.doughty@medstar.net
Maryann Dzibela  dzibelam@medimmune.com
Maureen Enright  menright@aptiumoncology.com
Beverly Evans  bevansl@columbiastmarys.org
Linda Filipczap  lfilipil@comcast.net
Susan Folen  susanfolen@allina.com
Judy Garfield  garjude@rhahelathcare.org
Diane Gaurkee  ggaure@gmail.com
Julie Goodman  goodmanj@medimmune.com
Ilsa Halpern  ihalpern@gcd.com
Carrie Hugh  carrie.hugh@varian.com
Jessica Johnson  jessicajohnsonnn@hotmail.com
Melissa Knapp  gatorocn@yahoo.com
Joy Knopf
Thom Krupor  induresd@msn.com
Marion Kuuberg  marion.kuuberg@varian.com
Susan Kweller  alsusan@yahoo.com
Elaine Liam  elaim@overlakehospital.org
Zenaida Luciano  zenaida.luciano@varion.com
Mary Luvera  mluvera@health-quest.org

Len Mafira  lmafrica@ons.org
Eileen Martin  emartin73@netscape.com (guest)
Angela Maynard  amaynard@beaumont.edu
Tanya McVeigh  Tanya.mcveigh@grhosp.on.ca
Kirk Mears  kirkm@numail.org
Shelley Nelson  snelson@washoehealth.com
Betty Obi  Bettyobi@comcast.net
Jennifer Parkins  Jennifer_parkins.gr.hosp.cr.ca
Sharon Payran  userpayran@aol.com
Marguerita Pena-Agressutt  mpenaagressett@baymedical.org
Myrtle Powell  myrtlepowell@northside.com
Mary Rabe
Sandy Reese  sansreese@aol.com
MaryJane Regan  regan801@aol.com
Eileen Rivest  donrivest@aol.com
Tami Robison  tamibgrd@verizon.net
Gail Ronkoske  gronkoske@enh.org
Diane Scheuring  dscheuring@ons.org
Rhea Scott
Beverly Shook  Beverly.shook@halifax.org
Barbara Sieracki  Barbara.sieracki@ucdmc.ucdavis.edu
Nancy Smith  smith375@tc.umn.edu
Karen Stanley  kjstanley@optonline.net
Carole Sweeney  carole.sweeney@fcc.edu
Heather Vanderploeg  Vanderploeg@cox.net
Isabelle Verne  Isabelle.Verne@varion.com
Frank Villari  Villari@medimmune.com
Diane Williams  diane.williams@mhp.uhn.on.ca
Carole Wilson  whitewolf5@comcast.net
Ann Wooten  ann.wooten@hoaall.com