

SAN FRANCISCO PALLIATIVE CARE TASK FORCE

Framework

Background Palliative care is a dynamic, emerging field of care with the goal of improving the quality of life for patients and families facing life-threatening illnesses, by focusing on the prevention and relief of suffering through early identification, assessment, and treatment of pain and other problems—physical, psychosocial and spiritual. Palliative care is provided by a team of doctors, nurses, and other specialists who work together with a patient’s other doctors to provide an extra layer of support. Palliative care is appropriate at any age and at any stage in a serious illness, and can be provided alongside curative treatment.

To ensure that San Franciscans have access to palliative care now and in the future, and that the delivery of this care is a collaborative effort between all stakeholders, the San Francisco Department of Public Health (SFDPH) and San Francisco Department of Aging and Adult Services (DAAS) are co-sponsoring the San Francisco Palliative Care Task Force.

San Francisco Palliative Care Task Force

Overview

The San Francisco Palliative Care Task Force will bring together a diverse group of representatives from leading health care and community organizations, advocacy and professional associations, as well as consumers and caregivers, to summarize and evaluate the current state of palliative care in San Francisco and make recommendations for the future.

Roles & Responsibilities

Task Force members will commit to the following responsibilities:

- Participate in five meetings between May 2014 and August 2014;
- Review data and related analysis compiled by SFDPH, DAAS, and others presented at Task Force meetings;
- Share expertise related to the provision of palliative care in San Francisco;
- Encourage community participation and receive public comment; and,
- Guide development of a final Task Force report with the following suggested objectives:
 - A consensus definition of palliative care for the City of San Francisco;
 - A summary of current palliative care data and resources in San Francisco (i.e., hospital patient data—deaths/diagnoses/age, etc.; dedicated inpatient, outpatient, and community-based palliative care beds and services; hospice support services; community services that support palliative care, etc.); and,
 - A series of practical, implementable, and financially viable consensus recommendations to meet San Francisco’s future palliative care resource needs.

Meeting Schedule + Content Areas

The San Francisco Palliative Care Task Force will host five meetings from late-May through mid August. The first meeting, scheduled for Thursday, May 29th will be held from 10 AM to 12 Noon; subsequent meetings will be held from 9 AM to 12 Noon.

- **Meeting 1. Thursday, May 29, 2014; 10 AM – 12 Noon. Location: UCSF Mission Bay, 1675 Owens Street, San Francisco, CA 94143:** Introductions; Discussion—Members Experience with Palliative Care & Palliative Care Framing Presentation; Discussion/Selection of Task Force Primary Goal, Scope of Work, Work Processes.
- **Meeting 2. Thursday, June 19, 2014, 9 AM – 12 Noon. Location: Jewish Home, 302 Silver Avenue, San Francisco 94112** *SUGGESTED CONTENT:* Clarification of Task Force Definition of Palliative Care; Review/Discuss Quantitative and Qualitative Data Addressing Current Palliative Care Resources; Identify Opportunities for Future Palliative Care Service System, (e.g., Medical, Financial, Social, Spiritual and Community Support); Identify Additional Data Needed (Available).
- **Meeting 3. Thursday July 10, 2014, 9 AM – 12 Noon. Location: Jewish Home, 302 Silver Avenue, San Francisco 94112** *SUGGESTED CONTENT:* Continue Review/Discuss Data; Time for Workgroup Meetings, Discuss Financial Analysis
- **Meeting 4. Thursday, July 24, 2014, 9 AM – 12 Noon. Location: Jewish Home, 302 Silver Avenue, San Francisco 94112:** *SUGGESTED CONTENT:* Continue Review/Discuss Data, Time for Workgroup Meetings, Discuss Financial Analysis
- **Meeting 5. Thursday, August 14, 2014, 9 AM – 12 Noon. Location: Jewish Home, 302 Silver Avenue, San Francisco 94112** *SUGGESTED CONTENT:* Finalize Task Force Report Framework and Workgroup Recommendations.

The focus of the first San Francisco Palliative Care Task Force meeting will be a discussion of palliative care and Task Force members' experiences with the field, followed by discussion and selection of the Task Force primary goal, scope of work, and work process (e.g., workgroups).

Specific content for subsequent Task Force meetings #2-5, will be determined by Task Force members, but will likely include development of a consensus definition of palliative care, review and discussion of quantitative and qualitative data addressing palliative care resources for San Francisco, identification of additional available data needed to assess current and future palliative care resources, discussion of a relevant financial analysis, and development of consensus Task Force recommendations. The Task Force may also identify experts and community leaders to provide additional information and context to member discussion.

All meetings will be open to the public with time allotted for public comment. To ensure meeting effectiveness, Task Force members will be asked to complete an evaluation form at the conclusion of each discussion. Task Force planning staff will modify the Task Force meeting structure, as needed, to maximize Task Force members' time and impact.

SFDPH and DAAS anticipate that the final Task Force report will be finalized and shared with Mayor Lee, members of the Task Force, and other stakeholders by September 2014.