



*"When you can't breathe...
nothing else matters"™*



Memorandum of Understanding

between

The Cancer Nurses Society of Australia

and

The Lung Cancer Nurses Forum

c/o The Australian Lung Foundation Inc.



DATE: 18 August 2010

Memorandum of Understanding

1. Purpose

This Memorandum of Understanding (MOU) outlines a professional affiliation between The Cancer Nurses Society of Australia (herein called the CNSA) and the Lung Cancer Nurses Forum (herein called the LCNF), an initiative of the Australian Lung Foundation. The MOU articulates a relationship based on a common commitment to optimise outcomes for the health care of the community affected by cancer and for cancer control initiatives.

2. Responsibilities of both parties

Each party will:

1. Cooperate to create and promote opportunities to foster clinical practice development in cancer nursing
2. Cooperate, where appropriate, to contribute to health policies and health policy review
3. Engage in a variety of discussions or activities involving cancer, potentially, but not confined to, involving issues such as economics, health care, law, research, and scholarship.

Each organisation acknowledges its responsibility to:

- Its own membership
- The nursing profession
- The community at large

by providing a range of services that enhance its own goals and objectives as embodied in Articles, Constitution and/or and Council/Board or leading governance committee resolutions.

3. Purpose and Benefits of the Relationship

The purpose of this MOU is to facilitate:

- Promotion of each other's activities through CNSA representation at LCNF meetings/activities and LCNF representation at CNSA meetings/activities. Wherever possible this will be through individuals who hold joint LCNF/CNSA membership
- Collaborative educational initiatives
- The enhancement of joint initiatives as deemed appropriate
- The exploration of the potential for additional longer-term initiatives
- Opportunities for the contribution of individual members on various projects and working parties.

4. Scope

4.1 Membership Information

In relation to any person seeking membership of either organisation, each organisation will to such an extent as is allowed by law, provide a truthful reference and information concerning that organisation.

4.2 Educational Initiatives

- Both organisations will continue to offer programs in line with their own objectives and philosophy
- Wherever possible collaboration and consultation about potential educational development will occur.

4.3 Joint Initiatives

The organisations will work collaboratively wherever practical on projects that are of mutual interest and that support the strategic aims and objectives of both organisations. An example is a joint conference/congress/workshop meeting. This important event would necessitate a more formal contractual arrangement to address delegation of responsibilities, cost sharing, profit allocations, and so on.

4.4 Cross-Organisational Exchange

Cross-organisational exchange of information and support will be facilitated both formally and informally via the two organisations. An appointed LCNF representative who holds joint LCNF/CNSA memberships will submit a report on joint LCNF/CNSA activities for the CNSA Newsletter, NEC meetings and Annual Report on a monthly/yearly basis as applicable to the CNSA reporting framework. The CNSA/LCNF representative will also report back CNSA updates/information of relevance to the LCNF.

4.5 Cancer Nursing and Cancer Care Policy or Product Development

Both organisations will work collaboratively in the area of thoracic cancer nursing and health care policy process. This may include policy formulation, committee representation and organisational response to policy or product or service initiatives. In the event that the organisations find themselves holding differing views, each will respect the views of the other and make every reasonable endeavour to minimise any negative effects of that difference of opinion, by declaring the conflict of opinion and agreeing a way forward to progress the joint project.

4.6 Exploration of Potential for Closer Affiliation

This will be kept under review by both organisations. Affiliations may include, but are not limited to, activities such as: joint conferences; sub-committee or working party involvement

for consultation or critical review; invitation for manuscript submission into the CNSA's Australian Journal of Cancer Nursing.

5 Continuation of Agreement

This MOU will continue until either organisation withdraws. Either organisation may request amendments, additions or deletions.

6. Confidential Information

Neither party will share information that is identified as confidential or sensitive, particularly if commercial in nature.

7. Termination of Agreement

Either party may withdraw from the agreement at any time.

Termination of the agreement will take effect on the date that a letter, signed by the Chair and/or President, withdrawing from the agreement, is received by either organisation.

TIME FRAME AND REVIEW OF MOU

The MOU will be reviewed in 12 months in **August 2011**

The MOU is effective upon the signatures of the Chair of the National Executive Committee of the Cancer Nurses Society of Australia and Director of the Lung Cancer National Program of The Australian Lung Foundation.

Name: Mei Krishnasamy
Chair, National Executive Committee
CNSA

Name: Glenda Colburn
Director, Lung Cancer National Program
The Australia Lung Foundation

Signature

Signature

Date:

Date: