

***SAMPLE AGENDA FOR QPOR MEETING WITH MPP***

\*\*\*RNAO members should meet 15 minutes prior to scheduled start time

1:00 p.m. Thank MPP for meeting Chair Introduction of RNAO members

 Thank MPP for past support of RNAO events (specifics if any)

1:05 p.m. Highlight key issues to be addressed Chair

 (Need to confirm key messages with RNAO team)

1:10 p.m. Reinforcement of key messages Nurses

 Specific/personal examples from workplace/community (confirm order / prepare and practice remarks beforehand)

1:35 p.m. Ask questions to MPP using RNAO list Chair/Team

 Record answers/comments/questions by MPP Recorder

2:00 p.m. Conclusion-thank MPP for meeting Chair

 Ask permission to take Group photo

 Take Group photo

2:05 p.m. Debrief at a separate location to coordinate and document Chair

 Observations of MPP response

 \*\*\*Highlight any disagreement with platform (if any)

 Clarify and confirm MPP’s request for information (if any)

 Confirm who is following up with Home Office/MPP

Send recorder sheet/other information back to Shelley Martel at smartel@rnao.ca

**We know you will do a great job in advocating for nursing, health and health care.**

**Thank you so much for making RNAO’s Queen’s Park on the Road, a success!!**