Eligibility Criteria

- In order for the NP, RN or RPN to be eligible to participate in the CAPCE program, the following attributes/experience will be considered:

  - A minimum of one year experience (or equivalent as determined by the CAPCE coordination office), caring for people with a progressive, life-limiting illness
  
  - Ability and interest to function as a Resource Nurse, providing primary-level support, advanced level knowledge and skills for care team members in their organization
  
  - Ability and interest to coach others, facilitate change and be a role model
  
  - Sensitivity to the impact of attitudes, behaviours, life experiences, values, thoughts and feelings on the well-being and quality of life from the perspective of all partners in care
  
  - Ability to listen, learn from others, question self and others, and identify new approaches
  
  - Ability to solve problems and take action to provide the best care possible
  
  - Ability to learn and develop, both personally and as part of a team and organization
  
  - Ability to engage in self-directed study and independent research using resources such as libraries, the Internet, peers and subject matter experts

The participant also requires the following from his/her organization:

- Commitment of those in positions of authority (e.g., Administrators, Directors of Care, Medical Directors) to implement policies, protocols and accountability for pain and symptom management and end-of-life care
  
- Ongoing support and encouragement from leadership as well as peers (e.g. support for pain assessment, management and staff education)
  
- Removal of barriers to learning (e.g. work with the most appropriate physician to be a part of the team, scheduling of staff to facilitate attendance at education sessions)
  
- Assistance with the transfer of new skills and knowledge to the work place

Additionally, the NP, RN or RPN must:

- Have access to an Internet-enabled computer
  
- Have working knowledge of basic computer programs (e.g. PowerPoint, Word, Internet Explorer)
  
- Be a part-time or full-time employee currently caring for persons requiring hospice palliative care
  
- Have completed The Fundamentals of Hospice Palliative Care program (including the Enhanced Modules developed in 2013) or equivalent as determined by the CAPCE Program Team
  
- Be available to complete all components of the program
  
- Connect with the CAPCE Coach, throughout the program duration of the program
# Program Design

CAPCE has been developed as part of a blended learning strategy that includes:

<table>
<thead>
<tr>
<th>Learning Strategy</th>
<th>CAPCE (68.5 hours) Over a minimum of 18 weeks</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Self-directed reading &amp; reflection</td>
<td>29% (20 hours)</td>
<td>Peer-to-Peer (learning debrief)</td>
<td>6% (4 hours)</td>
</tr>
<tr>
<td>E-Learning</td>
<td>7% (4.5 hours)</td>
<td>Practical Application</td>
<td>18% (12 hours)</td>
</tr>
<tr>
<td>Virtual (case-based) learning sessions</td>
<td>18% (12 hours)</td>
<td>Individual or small group coaching</td>
<td>23% (16 hours)</td>
</tr>
</tbody>
</table>

Send accompanying application form to:

**Cyndi Crowder**  
613-966-3530 ext. 5260 or 1-888-871-8868  
Fax: 613-966-0996  
se.palliativecareeducation@lhins.on.ca

Registration deadline: August 26, 2020

Enrollment limited - apply early!

Course cost recovery: $25  
Cheque or money order payable to: South East LHIN and mailed to:  
Attention: Finance, South East LHIN Office  
1471 John Counter Blvd. Suite 20,0  
Kingston, ON K7M 8S8

**Note:**  
Please speak with your facilitator if you require support with technology/internet access, or instruction to complete the e-Learning course component.

**Course Facilitator(s):**  
**Carol Northcott**  
613-544-8200 ext. 4161  
Carol.northcott@lhins.on.ca