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Rossy

Rossy
Cancer
Network



CANCER QUALITY INNOVATION PROGRAM

Education Fund

Nursing Skills Enhancement Grants

2018 Edition

REFERENCE DOCUMENT

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Overview

The Rosy Cancer Network's (RCN) Cancer Quality & Innovation (CQI) Education Fund was established to strategically support health care professionals to achieve excellence in delivering cutting edge cancer care. The initiative builds on the exceptional pool of expertise across the partner institutions that make up the RCN: the McGill University Health Centre, the Jewish General Hospital, St-Mary's hospital center and McGill's Faculty of Medicine.

The goal of this fund is to facilitate the rapid integration of complex skill sets required to improve cancer care delivery and patient experience within the cancer care teams in place.

The 2018 edition focuses on oncology nursing professionals. Nurses across the RCN partner sites are at the frontlines of cancer care, organizing and delivering treatment, managing adverse events, supporting patients and their families.

With this funding opportunity, the RCN recognizes how uniquely positioned nurses are in enhancing care quality. When it comes to patient care, knowledgeable nurses are better equipped to recognize problems and take action, allowing patients to feel confident about their caregivers. In fact, research has shown a direct association between enhancing nursing skills / knowledge and better care, decreased adverse events, greater multidisciplinary collaboration and job satisfaction¹.

We are therefore confident that this funding opportunity will contribute to ensure that nurses working across the RCN partner sites acquire and maintain the best skills in the management of cancer patients throughout their care trajectory.

Purpose

The purposes of this funding opportunity are to:

¹ AORN Journal 2014, JONA 2013, Nurs Manag 2011, Clin J Onc nurs 2009

- Accomplish the RCN's mandate of improving the quality of cancer care received by the population served by partner institutions;
- Facilitate the deployment and execution of the RCN strategic priorities and vision: <https://www.mcgill.ca/rcr-rcn/strategic-direction>
- Assist RCN partner hospitals in ensuring regional leadership in establishing the highest standards in cancer care quality and clinical effectiveness and optimizing patient care trajectories (from diagnosis to survivorship and supportive care);
- Facilitate the career development of RCN partner hospitals' oncology workforce.

Eligibility

The 2018 edition of the CQI Education Fund is open **exclusively** to the nursing personnel involved in cancer care delivery and actively employed at one of RCN partner hospitals: The McGill University Health Centre, the Jewish General Hospital and St-Mary's Hospital Center.

There is **no restriction** with regards to the number of years of seniority/employment, part-time or full-time profile, in-patient or out-patient assignment, and profile of care (e.g. active versus palliative services).

Nurses who received funding in the 2017 edition are welcome to apply, however they must select a different course.

Depending on the requested option, applicants need to make sure they satisfy requirements from the de Souza Institute or the Canadian Nurses Association, particularly for certification / re-certification. The RCN is not responsible for these verifications.

It is our hope that the largest numbers of applicants with the broadest scope of oncology nursing practice take advantage of this unique opportunity.

While the RCN works in close collaboration with local oncology nursing leadership and hospital-specific nursing directorates, this funding opportunity is an independent philanthropic initiative, developed to complement and not replace or substitute institutional nursing professional enhancement mechanisms. Participation is strictly voluntary and subject only to RCN rules and regulations.

Available Funding

Funds will be distributed in the form of bursaries according the following two streams:

I. Professional development courses

The funds will be used to support the completion of one of the following courses offered by the de Souza Institute:

Option	Course Name	Start date	End Date	Bursary Amount
1	Foundations in Oncology Nursing Practice	Sept. 2018	Jan. 2018	\$1,500
2	Provincial Standardized Chemotherapy and Biotherapy Course	Sept. 2018	Jan. 2018	\$1,500
3	Patient Teaching for Oral Chemotherapy and Biotherapy (5 Learning Hour course)	This course can be started at any time		\$ 500
4	Sexual Health in Cancer (7-week course)	Oct. 2018	Dec. 2018	\$1,500

II. CNA Certification or Re-certification

The funds will be used to support CNA certification (or re-certification) with the corresponding preparatory course offered by the De Souza Institute (CNA Exam Study Group).

Option	Course Name	Start date	End Date	Bursary Amount
1	CNA Certification in Oncology	CNA exam window : Nov.1-15		\$1,500
	de Souza Study Group in Oncology	Sept. 2018	Nov. 2018	
2	CNA Certification in Palliative Care	CNA exam window : Nov.1-15		\$1,500
	de Souza Study Group in Palliative Care	Sept. 2018	Nov. 2018	
3	CNA Recertification	Application window: Jan.10-Nov.1		\$1,500

Potential applicants must select one of two stream and are encouraged to consult their local Oncology Nursing Lead to identify the funding stream and specific professional development opportunity that is most suited to their needs.

Course Overview

I. Professional development courses

The following section provides a short description of each de Souza course offered along with the link the course syllabus

OPTION 1- Foundations in Oncology Nursing Practice (FONP)

This online course will introduce regulated health care professionals to the art and science of oncology nursing practice. Given the increasing complexity of this growing patient population, caring for people with cancer and their families involves a particular set of advanced skills and knowledge.

Fundamental concepts in oncology nursing practice will be presented which are essential to those who work with oncology patients. Emphasis is placed on psychosocial skills and competencies throughout all modules. All health care professionals working along the cancer care continuum can benefit from the content.

For more details, click here: <https://my.desouzainstitute.com/courses/viewCourse/764>

OPTION 2- Provincial Standardized Chemotherapy and Biotherapy Course (PSBC)

This course is designed to build nursing knowledge and skills in chemotherapy and biotherapy administration and care. The program reflects standards identified by a number of national and international bodies. This course will be completed over an 11 week period including a workshop at a local facility.

This course is intended for nurses who have foundational oncology knowledge and are in a position to regularly administer chemotherapy and biotherapy. This is not an introductory course. If you are new to oncology, we highly recommend that you complete the Foundations in Oncology Nursing Practice course first.

For more details, click here: <https://my.desouzainstitute.com/courses/viewCourse/748>

OPTION 3- Patient Teaching for Oral Chemotherapy and Biotherapy (PTCB)

With more and more oral chemotherapy and biotherapies being developed, cancer therapies are moving from intravenous infusions in outpatient clinics to oral medications taken in the patient's home. However, there are significant safety and adherence issues when a patient is taking oral anti-cancer drugs in their home. The MASCC Oral Agent Teaching Tool (MOATT©) was designed by the Multinational Association of Supportive Care in Cancer (MASCC) to help healthcare providers consistently assess and educate patients who are taking oral agents to treat their cancer.

This 5 learning hour online course developed in collaboration with Cancer Care Ontario will not only introduce health care professionals to the MOATT© but will also cover safe handling precautions when administering and caring for patients receiving oral anti-cancer drugs.

For more details, click here: <https://my.desouzainstitute.com/courses/viewCourse/727>

OPTION 4- Sexual Health in Cancer

The purpose of this 7-week course is to assist health professionals in cancer care to integrate human sexuality in their thinking and practice. Sexual concerns are one of the most common problems encountered in cancer care settings; yet they are the least likely to be discussed unless asked. The framework of this course encourages course participants to:

- Address their own, and society's, attitudes and biases towards sexuality and sexual health;
- Increase knowledge regarding functional and dysfunctional aspects of human sexuality; and
- Develop knowledge and skill with regard to assessment and educational interventions for common sexual health issues in cancer care. Attention to issues of diversity will be integrated throughout

For more details, click here: <https://my.desouzainstitute.com/courseCodes/view/IPOD>

II. CNA Certification

The following section provides a description of the de Souza preparatory course and links to the CNA certification process.

De Souza Study Group

The de Souza Oncology Study Group is a preparatory program to assist independent adult learners preparing to write the CNA Certification Exam in oncology or Palliative care. The course is self-directed and self-paced. It has been divided up into units based on the CNA oncology or palliative care certification exam competencies.

Participants are encouraged to self-pace their study time, based on their experience, knowledge gaps, and based on exam weighting of the content area.

To have more details about the **de Souza Study group in oncology** click here: https://www.desouzainstitute.com/wp-content/uploads/CNA-Oncology-Course_Syllabus-Winter-2018.pdf

To have more details about the **de Souza Study group in Palliative care** click here: https://www.desouzainstitute.com/wp-content/uploads/Course_Syllabus-HPC-study-group-2018.pdf

CNA Certification

Details about the certification / re-certification process through the Canadian Nurses Association can be found at <https://cna-aiic.ca/certification>

Applicants are encouraged to pay particular attention to eligibility criteria, specifically with regards to professional experience requirements.

Application Requirements

Details on the application process can be found on the RCN website at <https://mcgill.ca/rcn-grants/cqi-edu/nursing/application-info>.

Required documents include:

- 1) Application form (available online) including a brief personal statement
- 2) Reference form (available online). Please fill out the top section and hand to your unit's Nurse Manager.

The registration form and personal statement must be filled out and uploaded on the [RCN website](#) by 11:59pm on **Friday, April 13, 2018**.

Personal reference forms will be submitted to the RCN Program manager directly by the local nursing leadership.

The RCN will NOT accept applications that are:

- Filled out by hand
- Incomplete or inaccurate
- Emailed directly to RCN personnel
- Submitted past the deadline
- Contain documents additional or different from the three items described above.

Selection Process

Applications will first be assessed by the RCN-CQI Program to ensure completeness and satisfaction of eligibility criteria. A senior member of McGill's nursing community with recognized expertise in nursing education and not currently employed by any of the RCN partner hospitals will review then the applications and make funding recommendations. Our goal is to fund the largest number of eligible applications.

The three Oncology Nursing Leads (Lucie Tardif from MUHC, Manon Allard from SMHC and Antoinette Ehrler from JGH) will not participate in the assessment of applications and funding recommendations, to minimize the potential for conflict of interest.

However, they will be receiving the list of applicants and the selection committee's funding recommendations for their own institution. Furthermore, the RCN Executive Committee will seek their confirmation before finalizing funds allocation, based on their assessment of local needs and priorities.

Please note that this funding opportunity is an ***independent*** philanthropic initiative with its own specific selection criteria, designed to accomplish the strategic priorities defined by the RCN Executive Committee.

Terms and Conditions

ELIGIBILITY

- Only one application will be accepted per individual.
- Nurses who participated in last year edition are eligible to apply for other certification or development course.
- Only one bursary will be provided to a selected candidate.
- Applications requesting a reimbursement for courses or certification completed in the recent past will not be considered.
- The RCN will not award funds if overlapping or comparable support for the selected professional development course has been obtained (even in part) from another funding source. This restriction does not apply to nurses having previously received funding for CNA certification in another specialty.
- Before applying, applicant must confirm that they meet the eligibility criteria set forth by CNA and de Souza institute

APPLICATION PROCESS

- All proposals must comply with the application requirements set forth by the RCN (application form, personal statement, reference form). Proposals that fail to do so will be excluded.
- All applications will be reviewed by the selection committee established by the RCN leadership. The committee members will evaluate and score each application using a standardized grid; this will be followed by a common review session.
- Each hospital's rank list will be presented to the corresponding Oncology Nursing Lead, to ensure that it reflects local needs and priorities.
- The Program Lead and Program manager of the Cancer Quality & Innovation (CQI) program will act as the only official representatives of the RCN Education Fund.
- All successful applicants will receive a written notification from the CQI Program representatives by May 2018. Applicants must then inform the RCN and their Oncology Nursing Lead of their acceptance within the following week by signing a letter of confirmation
- Upon reception of the bursary confirmation, applicants will be responsible to register to the appropriate de Souza Institute course and CNA certification or recertification within the prescribed deadline.

MANAGEMENT AND TRANFER OF FUNDS

- Funds will not be issued in advance to the Grantee. A portion of the amount granted will be use to cover the cost related to the course or CNA (re)certification². The remaining funds will be released to the applicant as a compensation upon successful completion of the de Souza course or certification/recertification.
- Funds will be managed by RCN Financial Manager and by the local Oncology Nursing Leads' office.
- Applicant will not need to disburse any funds out of their pocket. Course payment or fees related to the CNA Certification/recertification will be directly managed by the RCN Financial manager.
- The amount specified on the confirmation letter will not be modified under any circumstance.
- The RCN reserves the right to not complete the full payment of the bursary in case the awardee does not successfully complete the course or certification.

COMMUNICATION AND EXEMPTION LEAVE

- Awardees must inform RCN Representatives and their local Oncology Nursing Lead that they have successfully passed the course or examination within **two weeks** of the exam date.
- Bursary recipients' names will be forwarded to the Canadian Nurses Association and to the de Souza institute for confirmation.
- An awardee unable to complete the course work or write the examination because of maternity or sick leave following bursary attribution must notify the RCN and the local Oncology Nursing Lead in writing. In addition, the Canadian Nurses Association and de Souza Institute's policy are applicable. Applicants are encouraged to verify their respective deadlines in order to avoid penalty fees, which will not be eligible for reimbursement through the bursary.
- Deferment will not be possible except for maternity or health reasons. The local Oncology Nursing Lead and the RCN CQI Program Lead will review each case individually.

² Pearson Vue exam fee will also be covered by the grant

Additional Information

For questions regarding eligibility and application process, please contact RCN Representatives:

- Dr Ari Meguerditchian, Program Lead, Cancer Quality & Innovation:
ari.meguerditchian@mcgill.ca
- Paola Gardere, RCN Program manager : paola.gardere@muhc.mcgill.ca