

Course Overview

This eight-week distance learning/home study programme is aimed at doctors, nurses, paramedics and pharmacists working in clinical practice or who are new to specialist palliative care. This course has been developed for health professionals, based on the well-established Princess Alice Certificate in Essential Palliative Care running in the UK for many years and which has been newly devised for European dissemination.

Attendance is required at the introductory evening session and the final assessment day only, which take place at Milford Care Centre, Limerick (MCC) or Our Lady's Hospice & Care Services, Dublin (OLH&CS).

This course has a newly edited handbook, includes clinical scenarios to aid in your learning and is divided into eight sections, each covering different principles and practice for delivering end-of-life care in any setting:

- What is palliative care?
- Who is palliative care for?
- Symptom issues in palliative care
- Patients with emergency conditions
- Patients in the last 48 hours of life
- Breaking bad news to patients and families
- Bereavement and support
- Common ethical issues

Entry Requirements

In order to undertake the course, applicants must be qualified doctors, nurses or pharmacists and be working in a suitable practice setting e.g. in an acute hospital, nursing home, hospice or community and should have direct contact with patients requiring a palliative approach to care.

Support during Your Studies

Candidates will be assigned a facilitator who will be either a Consultant or Doctor specializing in Palliative Medicine or a CNM / CNS/RGN working in specialist palliative care. Candidates can contact their facilitator during the course by phone or email for support and advice as required within reason. A site www.e-life.ie has been set up to support candidates with their studies.

“This course is very user-friendly in that what you practice in the classroom you can put straight back into practice in clinical care”

Assessment

Learning will be assessed at four levels:

- Portfolio (Case Study): Candidates complete a portfolio of a patient with palliative care needs. (Please do not choose a family “member or family friend” as your chosen patient). Support from the facilitator is given to assist the candidates with this.
- Practical (Oral): There will be a short practical (oral) assessment by a Doctor and Nurse, looking at the knowledge and skills developed during the course.
- Written: The one hour written assessment will comprise multiple choice questions of a true/false nature.
- Key Competency: A short section on calculating common opioid conversions.

Course Accreditation

On successful completion of the course assessments, candidates will be awarded a certificate and detailed breakdown of marks. The course has been awarded 35 Continuing Education Units (CEUs) from An Bord Altranais agus Cnaimhseachais na hEireann and 50 Continuing Professional Development Points from The Royal College of Physicians Ireland. This course is recognised by University of Limerick as having evidence of prior learning and has been awarded 15 ECTS (European Credit Transfer System) at undergraduate level.

Course Fees

You must pay fee of €550 to complete the programme.

Course Dates

The course will run twice in 2018 commencing on Monday 9th April (Spring intake) and again Monday 10th September (Autumn intake), running for eight weeks. The closing date for applications is two weeks before each course commences, however you are advised to book early as places are strictly limited. The examination day will be held on 6th June 2018 (Spring intake) and 7th November 2018 (Autumn intake).

Further Information

Please contact Distance Learning Administration 061 485863 or email d.learning@milfordcc.ie to receive an application form or book on line at www.milfordcarecentre.ie For further information, contact:

Distance Learning Administrator
Education Department
Milford Care Centre
Castletroy
Limerick

Notes

1. To avail of a place on this course, **you must have an email address** that you check regularly. Once the course materials are posted to you all other contacts are via email.
2. Your place on the course is not confirmed until you have returned the application form with payment and an email is sent to you upon receipt.
3. You are recommended to attend in person to the introductory evening (Spring intake – 9th April 2018, autumn intake – Monday 10th September 2018) at your assigned examination centre. If you are unable to attend in person, it will be possible to review the introductory evening content via associated moodle website www.e-life.ie the following day.
4. Additional optional study days at reduced cost have been developed for both intakes to assist candidates with their learning. For booking and cost enquiry please contact the **host venue**:
MCC – 061 485 863 or *OLH&CS – 01 4068 806.
 - Caring for patients with Pain and syringe Driver Workshop - MCC venue, 2nd May 2018, 9th October 2018
 - Reflective Portfolio Writing & Calculating Opioid Conversions Workshop - MCC venue – 25th April 2018, 3rd October 2018
 - Palliative Care Emergencies - MCC venue 9th May 2018, 17th October 2018
5. **Course materials will be posted to you before course commencement. As the course package is quite large and to avoid any delay, it is imperative that you provide an address where the package will be able to be collected by hand or that you have a parcel delivery box available. Please ensure you have ticked the box on the application form if you wish to have your course materials delivered to your home or work address.**
6. Your facilitator will work in specialist palliative care and will assist you during the course with any questions you might have. They will be available to look over your portfolio before submission and guide you where appropriate. A maximum of 3 hours per candidate throughout the course duration will be allocated by facilitators for portfolio facilitation.
7. Milford Care Centre reserves the right to cancel courses and will provide a full refund to applicants where this occurs. If the applicant is unable to attend a course following payment of the course fee and provides at least 28 days' notice before the course start date, a full refund will be given. If 10-28 days' notice of cancellation is given, 50% of the fee will be provided and where less than 10 days' notice is provided of cancellation, course fees will not be refunded. If you wish to defer your place to a future course/date **prior** to course commencement you will be required to pay a €50 course deferral fee. If a request for extension is granted by the course co-ordinator due to extenuating circumstances post course commencement, a fee of €150 will be incurred.

“Helped me to know what to expect will happen at the end of life and hope that I can make a difference to the patient and family”

APPLICATION FORM

Personal Details

Please use block capitals and READ NOTES SECTION BEFORE COMPLETION.

Name:

Contact Email for Course:
(MANDATORY - PLEASE PRINT CLEARLY)

Home Address:

Postcode:

House Phone No:

Mobile:

Job Title:

Work Address:

Work Phone No:

In order to collect by hand, please deliver my course materials to

Home Work address.

Previously attended a course in Milford Care Centre? Yes No

Do you have experience and/or have you ever completed further education in Palliative care? Yes No If YES please outline level of palliative care experience and/or courses attended:

Please tick box indicating which syringe driver/pump your care area uses:

McKinley Graseby

EXAMINATION CENTRE: The course will have an examination centre at Milford Care Centre, Limerick and Our Lady's Hospice & Care Services, Dublin. The exam day is held from 09.30-13.00 (3.5 hours). You may finish earlier depending on your oral interview time. Your exam centre will be assigned to you before the opening night of the course. **Depending on numbers it may not be possible to assign you to your first preference - please indicate your first preference below.**

Milford Care Centre, Limerick
Our Lady's Hospice & Care Services, Dublin
No preference

Special Requirements: Please indicate any special requirements:

Disabled access

Other requirements _____

FEE: The course fee is €50. Please indicate your preferred payment method below:

I enclose a cheque/postal order made payable to Milford Care Centre

I would like you to invoice my employer

I wish to pay by electronic bank transfer

If you wish to pay by cheque, postal order or EFT, payment must be received within 10 working days of your application. If payment is not received the place will be reallocated. Please note that for applications submitted within the four weeks prior to the course start date, payment is required within 3 days of submission of an application form in order to reserve a place.

If you require an invoice, please complete all details as follows:

Name of Person to be invoiced:

Job Title:

Department

Organisation:

Address:

Contact phone number:

Email address:

Purchase order No.:

Please note a purchase order number from your organisation or written authorisation from the person to be invoiced, must be provided in order to reserve a place.

Electronic fund transfer (EFT) Amount

To facilitate identification please include your name and "Education" as a payment reference and inform us when completed.

Bank Details- Bank Address: Bank of Ireland, 125, O'Connell Street, Limerick.
Account Name: Milford Hospice, No.2 Account. Account number: 55652276.
Sort Code: 9043-09. IBAN: IE35 BOFI 9043 1755 6522 76 BIC: BOFIE2D

Applicant Signature:

Date of application:



Milford Care Centre
Education, Quality and
Research Department

Co-Ordinating Centre for

The European Certificate in Essential Palliative Care



An 8-week
distance learning
course for all
doctors, nurses,
paramedics and
pharmacists

In association with
Princess Alice Hospice, UK
&

Our Lady's Hospice & Care Services Education &
Research Centre, Dublin

