



Title: CAPC Training Requirements for 3.g.i Participation

Date Created: 10/11/2016

Date Modified:

Date Approved by Board of Directors: 11/8/2016

Clinical Guideline # CGC-CG-32

Purpose: Center to Advance Palliative Care (CAPC) membership will be offered to those participating in the 3.g.i project. Each project participant receiving the membership will be required to complete 15 hrs of training to maintain membership and standardize training across all partners participating within this project. This can also include discharge personnel participating in the Care Transitions project to streamline Palliative Care discharges.

Clinical Guideline: Have a baseline training module requirement for all partner organization personnel receiving CAPC membership with additional training recommended that is applicable to the credentials of the participating employee. Training will be completed in blocks: Core requirements due within 60 days of membership, balance of requirements due before the end of the contract for reimbursement of training hours. In delivery year three and beyond the requirements will remain the same for any new personnel to an organization and/or the palliative care project. Core requirements will then be due within 90 days of membership and the balance due within 180 days of membership. For those continuing the palliative care project training requirements for delivery year three and beyond are TBD at the time of the creation of this document.

Definitions:

CAPC – Center to Advance Palliative Care a nationally accredited organization on Palliative care
CEU- Continuing Education Units offered through CAPC membership for completion of training modules and specified for Physicians, nurses, social workers, case managers and licensed palliative care agents.

Procedure:

-) **Core Requirements (All Participating site representatives regardless of credential level)**
 - **Introduction to Palliative Care .75 hrs**
 - An In-Depth Look at Palliative Care and its Services
 - **Clinical – Communication Skills 2.5 hrs**
 - Delivering Serious News
 - Discussing Prognosis
 - Clarifying Goals of Care
 - Conducting a Family Meeting
 - Advance Care Planning Conversations

)] **Nurse/PA/NP/Physician (Recommended)**

- **Clinical – Pain Management 3-3.5 hrs**
 - Choose hours to complete
- **Clinical – Symptom Management 2.25 hrs**
 - Chose 3 to complete
- **Clinical – Preventing Crises Through Whole Patient Care 1.5 hrs**
 - Care Coordination
 - Supporting the Family Caregiver: The Burden of Serious Illness
- **Operational – Leadership Support .5 Hrs**
 - Consult Etiquette: Communicating with Referring providers

)] **LCSW/MSW (Recommended)**

- **Clinical – Preventing Crises Through Whole Patient Care 1.5 hrs**
 - Care Coordination
 - Supporting the Family Caregiver: The Burden of Serious Illness
- **Clinical – Pain Management .75 hrs**
 - Comprehensive Pain Assessment
- **Clinical – Symptom Management 2.25 hrs**
 - Chose to complete
- **Operational – Leadership Support .5 hrs**
 - Improving Team Performance

When PPS clinical protocols and pathways are developed through the Clinical Governance Committee(s) of the PPS and approved by the CCN Board of Directors and are applicable to Partner Organization’s delivery of health care services and project participation, such protocols and pathways shall not (1) override the professional judgment of Partner Organization and its licensed health care professionals in treating patients in individual cases or (2) interfere with the governing body/established operator of any licensed health care facility or its medical staff in overseeing the provision of clinical services to patients and the quality of care

Clinical Guideline Board Approval History:

Clinical Guideline Revisions:

Date	Revision Log	Updated By
10/21/2016	Creation	S.Woolever

This Clinical Guideline shall be reviewed periodically and updated consistent with the requirements established by the Board of Directors, Care Compass Network’s senior management, Federal and State law(s) and regulations, and applicable accrediting and review organizations.