

# ADAC guide for learners



# Background

The Anti-cancer drug administration course (ADAC) is a blended learning course that supports health professionals to develop the knowledge and clinical skills to administer anti-cancer drugs and handle related waste safely.

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The content of ADAC has been developed by eviQ Education to align with requirements of the Australian Commission on Quality and Safety in Health Care National Safety and Quality Health Service Standard 4: Medication safety. ADAC sets a minimum standard of competency required for the safe administration of anti-cancer drugs and handling of related waste.

Prerequisites to completing ADAC are determined by each local health facility. Examples include:

- demonstrated patient assessment skills
- demonstrated patient education skills
- proficiency in intravenous (IV) administration of medications
- proficiency in management of central venous access devices (CVADs)
- proficiency in venepuncture
- other eviQ Education courses, such as those contained in the systemic anti-cancer learning pathway (see page 5).



# About the course structure

The ADAC blended delivery model involves both online and face-to-face learning and assessment.

## ADAC blended delivery model

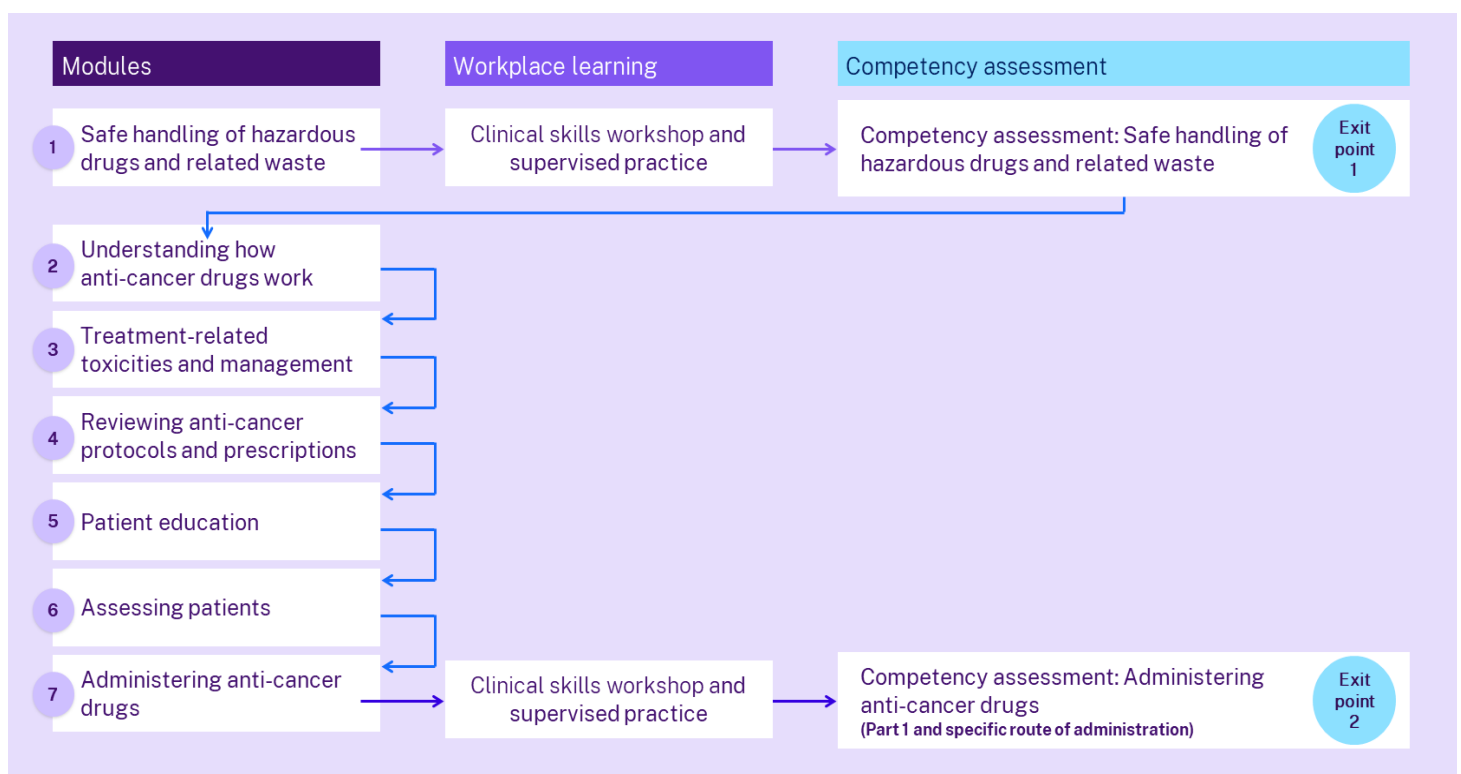
### Online components

- 7 modules – each taking about 1.5-2.5 hours.
- 7 workbooks (optional)\*
- 13 eQuizzes – Module 7 includes a separate eQuiz for each of the different routes of administration.
- The online components of the course are accessed through the eviQ Education website or the facility's own LMS.

### Practical skills components

- Supervised clinical practice.
- Clinical skills workshop (optional for facilities).
- 2 competency assessments.
- The practical skills components of the course are delivered in the local facility by a trained local facilitator.

\* Workbooks have been provided to assist you in applying the principles discussed in the modules to your local work context and role. If you choose to use the workbook, whenever you see a workplace reflection in the module, there is space allocated in the workbook for you to record notes if you wish. Please confirm with your local facilitator if the workbook is mandated at your workplace.



# Exit points

Dependent upon the level of skill required, learners will be able to exit the course at 1 of 2 exit points:

## Exit point 1

**Appropriate for all learners who require knowledge and skills only in the safe handling of anti-cancer drugs and handling of related waste, e.g. allied health staff.**

Learners exiting the course at this point are required to:

- complete the Module 1 eLearning guide
- complete the Module 1 eQuiz and gain 100% pass mark
- complete supervised clinical practice and competency assessment for safe handling.

## Exit point 2

**Appropriate for all learners who require comprehensive knowledge and skills in the administration routes of anti-cancer drugs.**

Learners exiting the course at this point are required to:

- complete modules 1-6\*
- complete module 7, part 1
- complete relevant sections of module 7, part 2\*\*
- 100% pass mark gained in eQuizzes 1-6
- 100% pass mark gained in eQuiz module 7, part 1
- 100% passmark gained in all relevant eQuizzes in module 7, part 2\*\*
- complete supervised clinical practice and competency assessments for safe handling and administration of anti-cancer drugs.

\* Module 4, part 2 is optional and is designed for those facilities that undertake clinical trials. Confirm with your facilitator whether you would like for them to complete module 4, part 2.

\*\* The learning and eQuizzes in module 7, part 2 are divided into route specific sections. Confirm with your facilitator which sections of module 7, part 2 you require them to complete in your facility.

# Proof of completion

If you access the online components of ADAC through the eviQ Education website, you are required to print your own Certificate/s of Completion and eQuiz results page as proof of completion. These items pop up as the last slide following completion of the eQuiz.

Please note, the eviQ Education site cannot record individual learners' course completion or results.

Confirm with your facilitator what proof of completion they require for the online course component.

# Practical skills component

The practical skills component of ADAC will be undertaken in your facility, guided by your local facilitator or assessor.

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## Supervised clinical practice

The purpose of supervised clinical practice is to provide you with opportunities to develop your skills, knowledge and abilities in the administration of anti-cancer drugs and the safe handling of related waste. This will vary according to your individual needs and the requirements of your workplace.

It is recommended that:

- supervised clinical practice commences as soon as possible after completion of the online course components
- time periods for supervised clinical practice are negotiated between the learner and facilitator/clinical assessor, with supervised practice continuing until competency has been achieved
- supervised clinical practice is conducted in accordance with local policies and guidelines
- where patients are involved, patient consent is obtained by the facilitator prior to supervised clinical practice and competency assessment.

## Competency assessment

Following supervised clinical practice, you will undertake competency assessments with your ADAC facilitator/ assessor.

Competency is defined as the “combination of skills, knowledge, attitudes, values and abilities that underpin effective and/or superior performance in a profession/ occupational area”.<sup>1</sup> A competency assessment is intended to measure your ADAC-related capabilities against the requirements of your role. It involves:

- clinical questioning on local policies and procedures
- observation of relevant clinical skills and assessment against each criterion.

eviQ Education provides competency assessment tools that acknowledge the varying levels of knowledge, skills, abilities and values of individual participants. The facilitator will complete the relevant competency assessment tool with you, and:

- assign you a score and provide feedback, including discussing if you have any future learning needs
- complete a record of competency assessment for your records
- once all competencies have been achieved, award you a Certificate of Competency.

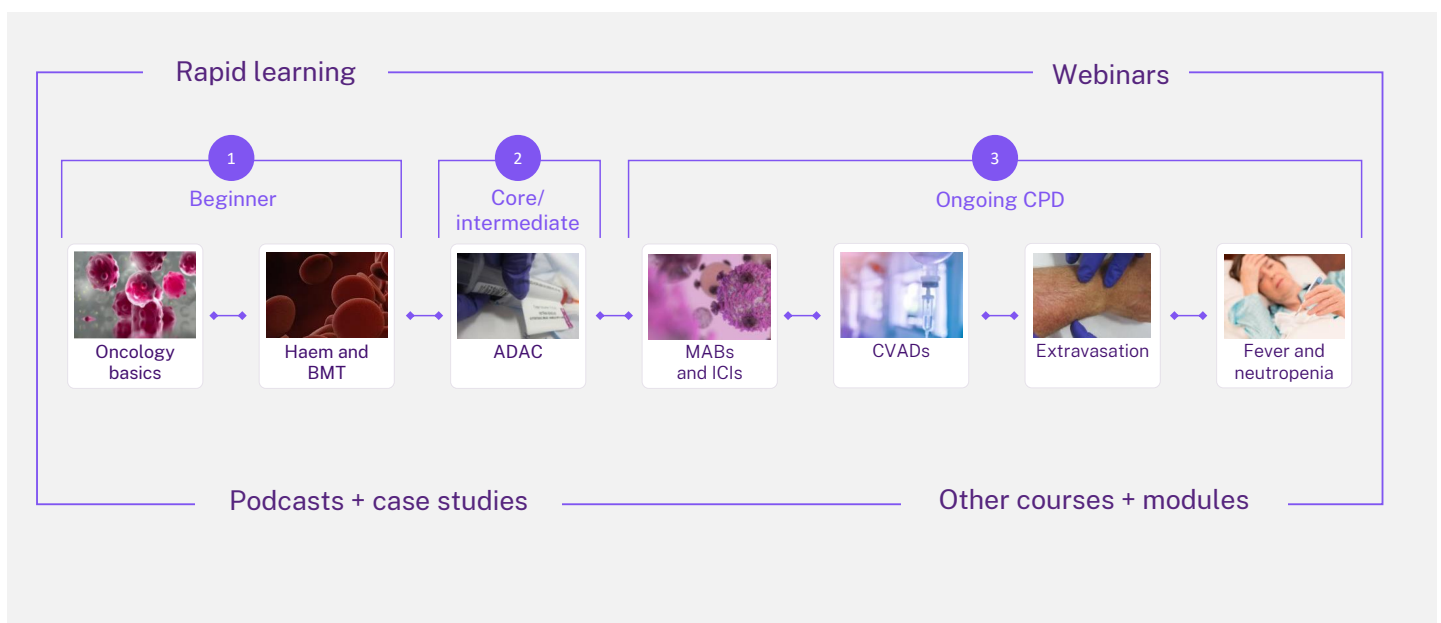
## Maintenance of competence

Further education and training involved in administering anti-cancer drugs should be undertaken when new agents, protocols or equipment are introduced or when procedures change. You may need to be reassessed if the clinical changes are significant.

# Related learning resources

eviQ Education has a suggested systemic anti-cancer therapy learning pathway to support the development of knowledge and clinical skills for health professionals.

## One learning pathway



The pathway is designed to complement in-house training courses and support educators and learners to progress from beginner through to an advanced level.

Confirm with your facilitator if there are any pre-requisites you need to complete prior to commencing ADAC.

A range of additional courses, rapid learnings, podcasts and webinars are also available to support the educator and learner and can be found on the eviQ Education website.

## Additional information

If you have any questions about ADAC, please speak with your local facilitator in the first instance, refer to the eviQ Education website or email [CINSW-EviQEd@health.nsw.gov.au](mailto:CINSW-EviQEd@health.nsw.gov.au)