

***When can I start the ADAC credentialing programme?***

This will depend on where you work within the haematology/oncology service. All RN's are expected to complete Module 1 of the ADAC credentialing programme within 4 weeks of commencing employment within the haematology/oncology service. If you are working within the inpatient services, you are likely to start Modules 2-7 of the ADAC credentialing programme anywhere from six to eighteen months after starting in that area. If you are working in the outpatient services, you are likely to start within the first 4 weeks of employment. Once it is agreed that you can start the ADAC credentialing programme, a plan will be developed with you using the learning contract.

***How do I access the ADAC course?***

The ADULT ADAC credentialing programme is accessible via health learn.

As the CDHB utilises many eviQ courses (including a paediatric ADAC), make sure you have enrolled in the correct course. You will have 3 parts to complete. They are the Adult ADAC Module 1; the Adult ADAC Modules 2-6 & Adult ADAC Module 7.

***What are critical notes?***

Critical notes have been developed to highlight clinical practice differences between the ADAC course and the CDHB. These are used in conjunction with both training and when following the CDHB Cytotoxic and Biotherapies policy and associated procedures.

***How do I learn to administer antineoplastic drugs?***

As soon as it is agreed, you will begin to administer antineoplastic drugs under direct supervision in your clinical area. This will initially be with the CNS and/or NE that works in your area. You will be mentored and coached to develop logical processes to enable you to administer antineoplastic drugs to the expected standard. As your experience and confidence grows and you demonstrate sound clinical practice, you will be able to administer antineoplastic drugs more autonomously with the goal being independent practice on course completion.

***When do I become a second checker?***

This is a decision that is made between you and the person overseeing your training. There isn't a time frame associated with this. You will become a second checker when you have successfully completed Module 3, Reviewing protocols and prescriptions and have demonstrated that you understand the role and responsibilities associated with medication checking antineoplastic medications and that you carry out those requirements consistently. This also includes confidence in reading/reviewing/verifying the prescription, consent and any other pre-treatment tests and investigations that are required.

***Why are there competency assessments?***

Competence assessment provides an opportunity to formally assess practice. This includes the integration of knowledge and skills to ensure that the expected standard for antineoplastic drug administration is being met. At the end of each competency assessment, you will be able to print off a certificate of completion for your portfolio.

***How long will it take to complete the credentialing programme?***

The timeline for completion will vary depending on the area you work in. In those areas where antineoplastic drugs are administered frequently, it is expected that credentialing will be completed by 2 months. In areas where antineoplastic drugs are given less frequently, credentialing may take 3 months.

***What are my responsibilities during training?***

As an adult learner, it is expected that you will commit to the plan that has been developed for you. To meet the timeframe, you will need to complete some of this work in your own time. This has been recognised with the 10 hours of PD that is given. To enhance your learning experience, your roster may need to be adjusted. If this is the case, it will be done by mutual agreement.

You are responsible for your own learning. If you are unable to meet the agreed timeframe/plan please meet with the CNS/NE in your area sooner rather than later to discuss options.

***When do I become credentialed to administer antineoplastic drugs?***

You will be credentialed to administer oral antineoplastic drugs when you have successfully completed modules 1-6, including the quizzes and the associated competency assessments. Credentialing to administer antineoplastic drugs by all other routes will be obtained once you have successfully completed module 7; the associated quiz; attended the workshop and achieved competency.

***How much professional development (PD) is given on completion of this course?***

eviQ allocate a total of 22 hours broken down to the following

- Successful completion of Module 1 is 2 hours
- Successful completion of Modules 2-6 is 10 hours
- Successful completion of Module 7 is 10 hours which includes the workshop

A further 10 hours of PD is given in recognition of all the reading/researching/reflection that is required to complete the course. Therefore you will be given a total of 32 hours of PD; 22 hours will be recognised in Health Learn and 10 hours will be entered on the CDHB Staff Competency and Training database on course completion under ADAC PD.

***How is prior cytotoxic credentialing recognised?***

You will need to produce evidence of prior cytotoxic credentialing to be considered for recognition of prior learning. This is recognised in the following ways

1. People with ADAC credentialing (whether current or expired) will need to attend the workshop and complete the ADAC recertification module. 10 hours of Professional development will be given on successful completion of this.
2. People without ADAC credentialing will be fast tracked through training but they must complete the initial ADAC credentialing programme. 22 hours of Professional development will be given on successful completion of this.