



# Community-based Chemotherapy and Biotherapy

COURSE SYLLABUS

2023-25

**Course Author:**

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**Support Educator:**

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**Course Format:** eLearning

**Contact Information:**

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**Technical Support:** [support@desouzainstitute.com](mailto:support@desouzainstitute.com)

**Registration:** Required

## A. COURSE DESCRIPTION

This online course provides an overview of chemotherapy and biotherapy for health care professionals who work in the community setting. The content covers classifications and agents, routes of administration, adverse effects, administration complications, and safe handling practice standards, and highlights their implication for community care.

Although you can complete the various components of the course at your own pace, you must complete the course, in its entirety, within **five weeks** of the enrollment date (this date can be found on the course information page in *My Account*).

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**Domain of Practice** Treatment and Delivery of Evidence Based Care

**Learning Hours** 10 hours

**de Souza Credit** 0.25 credit

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## B. COURSE OBJECTIVES

By the end of this course, you will be able to:

- Describe the role of the chemotherapy and biotherapy in cancer care
- Identify commonly used chemotherapy and biotherapy agents, indications, mechanism of action administration recommendations, and side effects.
- Describe the difference between extravasation from an irritation and flare reaction
- Explain how to assess extravasation and take appropriate action
- Describe safe handling issues for chemotherapy and biotherapy, including safe administration practices, management of bodily wastes and spill management.

## C. MODE OF LEARNING: eLearning

The eLearning environment fosters a self-directed approach. You can progress through the modules and exercises at a convenient time, at home or work. The course timetable, in **Section F** of the course syllabus, outlines our suggested weekly expectations for participants.

- **eLearning Modules:** Sections and modules were developed by the de Souza education team to reflect the latest knowledge in chemotherapy and biotherapy administration, adverse effects, immediate complications, and safe handling. The content is up-to-date and includes interactive application exercises and links to the latest clinical guidelines.

## D. MODES OF EVALUATION

As part of the evaluation process, you are required to complete the following:

- **Baseline Participant Survey:** This survey assesses your knowledge, attitude, and confidence before you begin the eLearning modules for the course.
- **eLearning Modules:** You must complete all **11 modules (4 sections)** by the course end date.
- **Case Studies:** There are two case studies that must be completed. Learners will have multiple opportunities to repeat the case study questions until they receive a 100% grade.
- **Final Exam:** Learners must write the final exam by the course end date. The exam is open-book with 15 multiple choice questions. Learners will be given 30 minutes to write the exam independently. Learners must obtain a minimum of 70% on the final exam to pass the course. Maximum two attempts to write the exam.
- **Course Evaluation:** At the end of the course, you will be required to complete a “Participant Post Survey” where you can provide your feedback on whether the content met your professional practice needs. These surveys are facilitated electronically through eLearning.

When you have met the all of the above requirements, you will receive **10 learning hours, 0.25 de Souza credit** towards obtaining your de Souza designation, and an email containing instructions on how to download your certificate of completion via *My Account*.

## E. EXPECTATIONS FOR PARTICIPANTS

To be successful in completing this course, you are encouraged to set aside 1-2 hours each week to complete the activities. The total learning hours for this course is 10 hours.

Sections and modules are to be completed sequentially; learners can choose to go ahead and complete learning activities in multiple sections and modules at once.

Your course activity completion will be reflected in your **grade book**. You are expected to complete all sections through the eLearning system.

## F. SUGGESTED COURSE TIMELINE

You **do not** have to complete the weekly course activities exactly as outlined below. However, you must complete all course requirements within **twelve weeks** of starting the course.

	<b>Suggested Weekly eLearning Activities</b>
Week 1	<ul style="list-style-type: none"> <li>✓ Learner Agreement</li> <li>✓ Participant Baseline Survey</li> <li>✓ Section 1               <ul style="list-style-type: none"> <li>○ Module 1 – Introduction to Chemotherapy and Biotherapy</li> </ul> </li> <li>✓ Section 2               <ul style="list-style-type: none"> <li>○ Module 1 – Administration</li> </ul> </li> </ul>
Week 2	<ul style="list-style-type: none"> <li>✓ Section 3               <ul style="list-style-type: none"> <li>○ Module 1 – Extravasation</li> <li>○ Module 2 – Introduction to Symptom Management</li> <li>○ Module 2a – Nausea and Vomiting</li> <li>○ Module 2b - Fatigue</li> </ul> </li> </ul>
Week 3	<ul style="list-style-type: none"> <li>✓ Section 3               <ul style="list-style-type: none"> <li>○ Module 2c – Diarrhea</li> <li>○ Module 2d – Skin Reaction</li> <li>○ Module 2e – Neutropenia</li> <li>○ Module 2f – Peripheral Neuropathy</li> </ul> </li> <li>✓ <b>Case Study – Adverse Effects</b> (graded activity)</li> </ul>
Week 4	<ul style="list-style-type: none"> <li>✓ Section 4               <ul style="list-style-type: none"> <li>○ Module 1 – Risk of Exposure and Safe Handling</li> </ul> </li> <li>✓ <b>Case Study – Chemotherapy Spill</b> (graded activity)</li> </ul>

Week 5	<ul style="list-style-type: none"><li>✓ <b>Final Exam</b> (graded activity)</li><li>✓ Participant Post Survey</li></ul>
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## G. FACILITATOR AVAILABILITY

This course is self-directed. The course facilitator will answer your questions related to course content.

You can expect the facilitator to respond to your questions within 24-hours during the week and within 48 hours on the weekend.

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Technical support is available by contacting [support@desouzainstitute.com](mailto:support@desouzainstitute.com)

## H. COURSE AUTHOR BIOGRAPHY

### **Donalda MacDonald, RN, CON(C) – Course author and facilitator**

Donalda has been an oncology nurse for 48 years, 35 years working in clinical oncology at Mount Sinai Hospital in Toronto, and the last 13 as an educator at de Souza. Her lifelong education focus has been on the novice oncology nurse, whether that nurse is a new grad or someone transferring into oncology from another clinical area. Donalda has held certification in oncology from both the Oncology Nursing Society and the CNA since 1998. She has served on the board of directors for the Canadian Association of Nurses in Oncology for seven years, five of which she was treasurer. Donalda has done item writing and been a reviewer for the CNA oncology certification exam. In 2008, Donalda was nominated by her oncology peers and was one of the 100 nurses from across Canada to receive the CNA Centennial Award honouring her work in education of novice oncology nurses. In 2014, she received the CANO-ACIO Lifetime Achievement Award.

## I. VIRTUAL LIBRARY

de Souza Institute has a virtual library that can be accessed by those registered in this course or any other de Souza Institute continuing education program. This resource enables you to access over 1500 e-Journals, 200 e-books and 8 on-line databases such as CINAHL or Ovid-Medline. You can use the virtual library to access the additional reading materials for your course. The virtual library can be accessed 24 hours a day using your login and password.

The direct link is: <https://library.desouzainstitute.com/login>.

## J. TECHNICAL SUPPORT

### **eLearning Centre Orientation**

The eLearning Centre Orientation is designed to introduce you to online learning and to help you understand how to navigate through the de Souza Institute eLearning centre and courses. It is strongly recommended that you complete this orientation so that you will be able to successfully navigate de Souza's eLearning environment.

### **de Souza Institute Support**

If you have questions about the content of a course please email your course facilitator.

If you need assistance accessing or navigating the eLearning Centre, please refer to the eLearning Orientation course. If you have questions or have any technical difficulties, please contact [support@desouzainstitute.com](mailto:support@desouzainstitute.com).

## K. POLICIES AND PROCEDURES

Click the links below to read de Souza Institute's Academic Honesty and Copyright; and cancellation, incomplete and no show policies.

[Academic Honesty and Copyright Policy](#)

[Cancellations, Incomplete and No Show Policy](#)

Course content and resources provided in this course are based on best practice guidelines from provincial and national bodies. Local protocols and policies vary among healthcare organizations; please consult educators within your organization if you have specific questions related to local protocols and policies.