

## Pre-training checklist Facilitator webinar

Before attending the online facilitator session please have the following documents printed and available for reference on the day.

*These documents are available on the [Information for facilitator's](#) page. If you do not have access to the facilitators page please fill in the [registration form](#) for access before attending the session.*

### Documents to print:

- ☐ Module flow diagram (adult or paediatric course depending on clinical setting)
- ☐ Toolkit for facilitators
- ☐ Record of supervised clinical practice
- ☐ Competency assessment tools x 4
  - ☐ Handling antineoplastic drugs and related waste safely
  - ☐ Handling antineoplastic drugs and related waste safely (non clinical competency checklist)
  - ☐ Administering oral antineoplastic drugs
  - ☐ Administering intravenous antineoplastic drugs
- ☐ Assessors guides x 3
  - ☐ Handling antineoplastic drugs and related waste safely
  - ☐ Administering oral antineoplastic drugs
  - ☐ Administering intravenous antineoplastic drugs
- ☐ Clinical skills workshop PPT (as a handout)
- ☐ Facilitators workshop guide
- ☐ Participant workshop guide x 1 of your choosing (medical oncology or haematology)

## ADAC Facilitator Training Workshop

Session	Content
Welcome	<ul style="list-style-type: none"> <li>• Introduction to workshop and run through booklets</li> <li>• Questions?</li> </ul>
ADAC	<ul style="list-style-type: none"> <li>• ADAC – background and development <ul style="list-style-type: none"> <li>› ADAC Competency Framework</li> <li>› Other ADAC courses</li> </ul> </li> <li>• Structure of ADAC <ul style="list-style-type: none"> <li>› eLearning guides</li> <li>› eQuizzes</li> <li>› competency assessment tools</li> <li>› clinical skills workshop</li> <li>› certificates of completion</li> <li>› CPD</li> </ul> </li> <li>• Technical set up of ADAC <ul style="list-style-type: none"> <li>› online   LMS</li> <li>› facilitators page</li> <li>› tracking and reporting</li> <li>› certificates of completion</li> </ul> </li> <li>• Questions?</li> </ul>
Clinical skills workshop	<ul style="list-style-type: none"> <li>• Preparing for the workshop</li> <li>• Facilitating the workshop</li> <li>• Questions?</li> </ul>
Discussion eviQ and eviQ Education	<ul style="list-style-type: none"> <li>• Reviews/new developments</li> <li>• New website</li> <li>• How to be involved</li> <li>• Questions?</li> </ul>