

## **Learning Essential Approaches to Palliative & End-of-Life Care (LEAP) Inter-provincial/-professional Courseware Renewal Workshop**

**Monday, April 18, 2011** – 8:30 – 4:00 pm (*registered/in seats by 8:30am*)

**Lord Elgin Hotel, Lady Elgin Room**

100 Elgin Street, Ottawa, Ontario ([lordelginhotel.ca](http://lordelginhotel.ca); 613 235-3333)

**What is the purpose of this workshop?** – This interactive planning workshop will consider continuous improvement and evaluation information about LEAP courseware, with an eye to: 1) further strengthen/enhance things about LEAP that are working well; 2) assess the currency/utility of clinical and associated content; 3) discern/discuss content gaps evolving since 2005/6; and 4) inform renewal from provincial/regional and educational institution program use of LEAP, with consideration of lessons learned to-date from higher-volume users of LEAP (i.e., akin to a ‘cross country check-up’).

**What is the expected outcome?** – The workshop is a major source of improvement and renewal information in a six month courseware update project. It also serves as a forum to seek an inter-provincial convergence of insights and opinions about emerging directions for LEAP in the emerging healthcare and community services context.

**How will the information be used/reported?** – The workshop will be facilitated by a process facilitator, with an on-site written recording of workshop work product. A workshop report will be produced for review. Workshop participants will have an opportunity to comment on the draft workshop report as part of a validation process. The workshop report will then be released as a public document on the pallium.ca web by late May 2011. The workshop report will inform specific LEAP courseware and program development directions, subject to the [Pallium Resource Development Model](#).

**Has Pallium done this before?** – Yes. In, January 2002, September 2002, March 2004, August 2004, and March 2006, the Pallium Project undertook key informant workshops as part of curriculum development of core clinical education resources. The 2002, 2004 and 2006 workshops involved participation from western Canadian provinces. The inter-provincial scope of the April 18, 2011, LEAP Renewal workshop will include participation from 10 Canadian provinces and draw upon LEAP user key informants.

**Where is the meeting?** – The meeting will be at the historic Lord Elgin Hotel in downtown Ottawa. This is a symbolically important choice of meeting venue which is linked, in part, to a significant philanthropic gift that is enabling LEAP courseware renewal and other Pallium renewal activities over the 2011 – 2013 period.

**What preparation is required?** – Inter-provincial participants have been invited based on a blend of historic and current use of LEAP in a variety of service delivery and educational contexts. Participants ought to check with LEAP users in their provinces about the general improvement and change questions in the [LEAP Open Call](#) process.

**What is covered for re-imbusement?** – Air travel to/from Ottawa; mileage to/from home community to airport and return; ground transfers; hotel; meals. An expense claim form will be distributed with your participant package. Specific questions to Michael Aherne at [michael.aherne@pallium.ca](mailto:michael.aherne@pallium.ca) or phone at 1-888-475-4933.

## Process Facilitator Suggested Working Agenda

<b>Time</b>	<b>Approx mins</b>	<b>Agenda item</b>	<b>Notes</b>
8:00-8:30	30	Sign in, refreshments, find seats/ settle in	
8:30-9:00	30	Welcome, introductions	Facilitator reviews process; outcomes/ground rules
9:00-9:30	30	<b>How LEAP is currently used:</b> - with students - UG, PostGrad, other - which professions - what format/modules - in practice settings - community, hospitals, LTC, other - which professions - what format/modules	- overview of Open Call info Facilitator - List how participants have used LEAP to-date; key audiences in actual use; experiences with audiences
9:30- 10:00	30	<b>In general, what is working well with LEAP now?</b>	- overview of Open Call info Facilitator - Open discussion. Cover: - participants binder: - format, content - facilitator guide - format, content
10:30- 10:45	15	<b>BREAK</b>	<b>Refreshments</b>
10:45- 11:15	30	<b>In general, what do you wish LEAP could be done differently (content or process)?</b>	- overview of Open Call info Facilitator - Open discussion. Cover: - participants binder: - format, content - facilitator guide - format, content
11:15- 12:15	60	<b>Modules 1-2</b>	Facilitator - What is working? What do you wish to be different?
12:15- 12:45	30	<b>LUNCH</b>	Lunch – working lunch in Lady Elgin Room
12:45- 2:15	90	<b>Modules 3-5 or 6</b>	Facilitator - What is working? What do you wish to be different?
2:15-2:30	15	<b>BREAK</b>	<b>Refreshments</b>
2:30-4:00	90	<b>Modules 6 or 7-11</b>	Facilitator - What is working? What do you wish to be different?
4:00-4:15	15	<b>How often should LEAP be updated? What process should we use? How did this process work for you?</b>	Open discussion, items recorded
4:15-4:30	15	<b>Wrap up</b>	Next steps, our promises to participants, appreciation.

\* We recognize a few participants need to leave by 3:45 pm for outbound flights; we commit to stay on track and finish the substantive portion of the workshop no later than 4 pm.