

ExCEL in Social Work

Excellence in Cancer Education & Leadership

Application Instructions (Please Read the Following Carefully):

This National Cancer Institute-funded professional education program is a collaborative partnership between the [City of Hope](#), the [Association of Oncology Social Work \(AOSW\)](#) and the [Association of Pediatric Oncology Social Workers \(APOSW\)](#). ExCEL in Social Work is not education for education sake. ExCEL has received NCI-funding to improve the leadership skills of oncology social workers like you who are committed to advocate to improve the reliable delivery of quality psychosocial-spiritual care. Participation in ExCEL requires that you to create a program or service and then report progress at 6 & 12 months post-conference regarding the implementation of your program or service. ExCEL will provide competitively selected applicants with free registration, one-night hotel, meals associated with the pre-conference, comprehensive program materials and Continuing Education Units (CEU provider approved by the California Board of Behavioral Sciences #2401 for 7.25 contact hours-no partial credit). Travel cost for airfare and/or mileage will not be covered.

- ❖ Please submit this application and then submit your *Acknowledgement of Administrative Support* by email to ExCEL@coh.org or fax: 626-301-8941. Incomplete applications will not be reviewed.
- ❖ For assistance/questions regarding the application or international inquiries, please contact: Lisa Kilburn-Program Director: ExCEL@coh.org. Call: 626-256-4673 x64715. Additional information is available on the website: www.cityofhope.org/excel

I. Applicant Information

Application For: (Place an X)

- May 14 - 15, 2012: Portland, OR (Embassy Suites Hotel – Downtown)**
 May 28 - 29, 2012: Boston, MA (Westin Boston Waterfront)

Last Name:		First Name:	Middle Initial:
Age:		Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Home Address:			
City:	State:	Zip Code:	
Contact #: _____		Please state your ethnicity and race as categorized using the Office of Management and Budget Directive No. 15 categorization as listed below. Ethnic Categories: <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> Non-Hispanic/Latino Racial Categories: (May select more than one racial category) <input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Other: _____	
Preferred Email: _____			
Alternate email address: _____			
How did you hear about ExCEL?(Please specify) _____			

II. Professional/Oncology Social Work Experience

Please list your academic degree(s) & any specialty certifications:

Social Work License #: _____ State: _____ Number of years working/teaching: _____

List your organizational affiliations (NASW, AOSW, APOSW, APOS, SSWLHC, SWHPN, IPOS, SSWR, NHPCO, Other):

List teams/committees that you are a member of (Research Committee, Pain Team, Rehab Team, Palliative Care Consult Team, Ethics Committee, Other):

III. Primary Employment Information

Primary Employing Institution/Program:		
Current Title:		
Work Address:		
City:	State:	Zip Code:
Work Phone:	Fax:	Work Email:
Primary Employment Categorization: <input type="checkbox"/> Non-Profit <input type="checkbox"/> For Profit <input type="checkbox"/> Government		
Setting/Type: <input type="checkbox"/> Cancer Clinic <input type="checkbox"/> Community Hospital <input type="checkbox"/> NCI-Designated Cancer Center <input type="checkbox"/> Academic Medical Center <input type="checkbox"/> Hospice/Home Healthcare <input type="checkbox"/> Skilled Nursing Facility <input type="checkbox"/> Other (describe) _____		
Approximate the percentage of traditionally underserved populations that your institution serves: _____%		

IV. Statement of Interest:

Please provide a brief narrative that highlights your leadership abilities/activities and summarizes your commitment to improving the delivery of psychosocial care within your area of influence (150 word limit)

V. Goal Development Form Instructions

Your acceptance into [ExCEL](#) requires that you envision and create an attainable goal while applying the Standard of Care recommended by the IOM: 2008 Report. Your goal should be determined based upon your overall vision for improving the delivery of reliable psychosocial-spiritual care. The ExCEL team believes that leadership skills can be taught and that oncology patients and families rely upon social workers to be advocates for the reliable delivery of care. Leaders are always needed who can identify a shared vision, articulate meaningful goals and outline specific steps necessary to reach said goals.

All cancer care should ensure the provision of appropriate psychosocial health services by:

- Facilitating effective communication between patients and care providers (Although the language of this standard refers only to patients, the standard should be taken as referring to both patients and families when the patient is a child, has family members involved in providing care, or simply desires the involvement of family members);
- Identifying each patient's psychosocial health needs;
- Designing and implementing a plan that links the patient with needed psychosocial services, coordinates biomedical and psychosocial care, engages and supports patients in managing their illness and health; and
- Systematically following up on, reevaluating and adjusting plans. IOM, 2008 p199-200

Ask Yourself: *How might your institution need to change to more reliably address the recommended standards? How might you influence this change? Consider: What is needed at your institution to improve the delivery of psychosocial care to oncology patients and families? Would staff benefit from targeted in-services outlining the special needs of oncology patients? Are there strategies for enhanced team functioning that would be useful for your specific situation? Is there an opportunity for you to become more active in your professional organization?*

Example of “SMART” (Specific, Measurable, Attainable, Realistic, Timely) Goal Development:

My vision: Our institution will address the 2008 IOM Report's recommended Standard of Care by reliably identifying the psychosocial health needs of our cancer out-patient population so that we can standardize linkage to needed resources and evaluate the effectiveness of our results.

My goal: After one year, 90% of all cancer out-patients will be screened for psychosocial health needs on their second visit to the clinic.

Steps I can take immediately post-course: Organize a committee to search the literature to select a screening tool and identify an out-patient clinic population (ie: pediatric) to use as a pilot population. Identify appropriate measurement tools/strategies to evaluate the effectiveness of this pilot screening.

Steps I hope to achieve by 6 months: Pilot the screening tool with patients in the identified out-patient clinic area/department. Evaluate the effectiveness of this pilot screening project (For example by measuring patient satisfaction and conducting a focus group with the out-patient clinic staff most impacted).

I hope to accomplish by 12 months: Modify and improve the screening process. Expand the revised screening project to another out-patient clinic population or setting.

Now, please complete your *Goal Development Form* (page 4) and provide a printed copy to your administrator or supervisor for review. The final step of this application after your administrator reviews your proposed goal is to have him/her sign the *Acknowledgement for Administrative Support* (page 4 - below *Goal Development Form*) indicating his/her support for your attendance and your efforts to advocate for the reliable delivery of quality psychosocial-spiritual oncology care.

VI. Goal Development Form

Name: _____

My vision:

My goal:

Steps I can take immediately post-course:

Steps I hope to achieve by 6 months:

I hope to accomplish by 12 months:

VII. Acknowledgment of Administrative Support

The above applicant requests administrative support to attend an ExCEL pre-conference and to advocate for the reliable delivery of psychosocial-spiritual care at your institution by implementing his/her change goal.

Dates: (Place an X for preferred offering)

- May 14 - 15, 2012: Portland, OR (Embassy Suites Hotel – Downtown)
- May 28 - 29, 2012: Boston, MA (Westin Boston Waterfront)

Supervisor/Administrator: _____ Email: _____

Please return this signed form the applicant as soon as possible.

Attention Administrator/Supervisor:

What does the acknowledgement of support represent?

Acknowledgement of Administrative Support:

By signing the completed *Goal Development Form* you certify that you have reviewed the applicant's proposed goal, will support the applicant with his/her proposed goal and understand that although ExCEL will off-set the applicant's expenses (free registration, one-night hotel, meals associated with program, comprehensive materials and CEU's) that the institution accepts responsibility to assist with other out-of-pocket expenses associated with attendance and implementation of the proposed goal if necessary.

This National Cancer Institute-funded program will competitively accept applicants based on his/her completed application, statement of interest, proposed goal and signed *Acknowledgement of Support*.

ExCEL in Social Work Summary:

ExCEL is a collaborative partnership between the City of Hope, the Association of Oncology Social Work (AOSW) and the Association of Pediatric Oncology Social Workers (APOSW). The investigative team for this educational program includes: Shirley Otis-Green, MSW, LCSW, ACSW, OSW-C, Betty Ferrell, PhD, MA, FAAN, FPCN, Marcia Grant DNSc, RN, FAAN, Brad Zebrack, PhD, MSW, MPH and Barbara Jones, PhD, MSW. The ExCEL program is designed to be a pre-conference to the AOSW and APOSW annual meetings and will address critical aspects of quality care while encouraging oncology social workers to meet and exceed the recommendations of the Institute of Medicine (IOM) 2008 Report – "Cancer Care for the Whole Patient: Meeting Psychosocial Health Needs." ExCEL applicants must demonstrate a commitment to advocate for the reliable delivery of quality psychosocial-spiritual care by actively creating and implementing a program or service within his/her respective areas of influence.

Please visit the ExCEL website for further information: www.cityofhope.org/excel