

## Advanced Practice Certification Writing

Rev. Anna Lee Hisey Pierson, MDiv, BCC-PCHAC

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### Letters of Reference

- ▶ You must provide three letters recommending you for hospice/palliative care specialty certification.
- ▶ One letter must be from your hospice/palliative care supervisor. "Supervisor" is defined as the person who evaluates your pastoral, clinical, or administrative competence. This letter may also include verification of your clinical experience (see *prior slide*).
- ▶ Two letters must be from interdisciplinary team members who have served with you, only one of whom may be a chaplain colleague.
- ▶ Letters of recommendation that are marked by in-depth, case-oriented writing will be particularly constructive in the application process, clearly demonstrating the BCC-HPCC applicant's contributions to the hospice or palliative care team.

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### Simply tell the story

- ▶ Describe your professional setting: your palliative or hospice team, including the disciplines, organizational structure, volume of cases, and your role on the team.
- ▶ Tell us about yourself in this work and how your own personal loss/grief informs your work. Provide an account of your own life experiences of loss and grief that inform your patient centered care at end of life.
- ▶ The best way to approach this essay is simply to tell the story of your movement toward hospice/palliative care chaplaincy.
- ▶ Focus on life transitions, changes, decisions, new directions, marker events.
- ▶ Remember to be demonstrating the 14 professional competencies in this essay!

The Professional Progression Essay

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## The major essay

The major essay may be no more than 10-12 pages long and must include at least three fundamental components:

- 1) A detailed and integrated portrayal of the theory and practice of your chaplaincy care in hospice/palliative care ministry.
- 2) A case presentation that is comprehensive in scope of care, and that includes but is not limited to:
  - i. An evolving comprehensive spiritual plan of care
  - ii. The progression of your spiritual practice over the case
  - iii. The integration of your chaplaincy care to enhance other hospice/palliative care disciplines in providing holistic service to patient/family
  - iv. An integrative team approach to the care of patient/family
- 3) Written demonstration of your participation in a quality improvement process that enhances the delivery of chaplaincy care and/or palliative care.

The Major Essay

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## Case presentation

The requirement for the case presentation is to offer a comprehensive plan of spiritual care, to demonstrate the progression of your spiritual practice or care over the case, to demonstrate how chaplaincy care was integrated into the other disciplines comprising the palliative care team, and to offer a plan of holistic service.

Questions to guide writing:

What was your spiritual assessment at the beginning of the case? How did you address the patient's total pain? What resources were available? What was needed? What was your plan to use available resources to meet those needs?

How did you monitor progress? How did your spiritual assessment change over time, either as a result of your pastoral care or life circumstance or other variables?

What was your spiritual plan of care? How did it change over time?

How was the spiritual plan of care collaborative, interdisciplinary, and possibly transdisciplinary?

The Major Essay

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## Quality improvement project

To make improvements, an organization needs to understand its own delivery system and key processes.

- ▶ Focus on systems and processes
- ▶ Focus on patients
- ▶ Focus on being part of the team
- ▶ Focus on use of data to demonstrate measurable outcomes

QI can assume many forms and is most effective when individualized to meet the needs of a specific organization's health service delivery system.

A successful QI program always focuses on these four key principles:

For additional guidance, see HHS' Toolkit for Quality Improvement <http://www.hrsa.gov/quality/toolbox/methodology/quality-improvement/>

The Major Essay

Project

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# THANKS

A special thanks to the APC Hospice and Palliative Care Certification Committee for some of the content of this presentation. Members including:

- Denise Hess, BCC-HPCC
- Linda Brown, BCC-HPCC
- Katrina Scott, BCC-HPCC
- Anna Lee Hisey Pierson, BCC-HPCC

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