

Systemic Therapy Education Program FAQ

1. I am interested in taking the Systemic Therapy Education Program. How do I apply?

The following link provides information on how to apply for the Systemic Therapy Education Program: <http://www.bccancer.bc.ca/health-professionals/education-development/nursing/systemic-therapy-education-program>. The application form must be completed and submitted by the **manager** and must include your **work email address**.

BC Cancer Employees: Payment is not required.

External/Non-BC Cancer Employees: Payment of \$50 is required for this course.

2. I am a non-BC Cancer employee. How do I pay for the Systemic Therapy Education Program?

Either the manager or employee can make the payment for the Systemic Therapy Education Program through Learning Hub: <https://learninghub.phsa.ca/Courses/6762/bc-cancer-systemic-therapy-program-application-payment-link>. The course material will be sent out to you once payment has been received.

3. Having issues with the payment?

Please submit a ticket on Learning Hub for any issues with making a payment: <https://learninghubhelp.phsa.ca/contact>. Scroll down to the “Learner Support” tab.

4. I have completed the course and ready to write my exam. What are my next steps?

Once you are ready to complete the exam, please email BCCancerPPNAdmin@phsa.ca with the date you will be writing the exam, name and contact information (phone and email) of your invigilator. The exam must be completed at least 5 business days prior to the workshop dates.

5. I have completed my exam and my workshop dates are soon approaching. When can I expect to hear from my facilitator?

You will receive an email from the facilitator 1-3 days prior to the workshop dates. The email will include instructions for your workshop.

6. The workshop dates I had signed up for no longer work for me. Can I switch my dates?

Yes, you may change your dates after signing up, depending on availability. Please email BCCancerPPNAdmin@phsa.ca and provide the dates you are currently signed up for and the dates you wish to switch to. Be sure to CC your manager so they are aware of the change.

7. Have more questions?

Email BCCancerPPNAdmin@phsa.ca