Course Description

The Foot Care Nurse Theory course (formerly FCN Part 1) is designed for nurses (RN’s, NP’s, RPN’s & LPN’s) new to foot care and for experienced Foot Care Nurses who wish to update their knowledge and skills. The course follows a comprehensive, advanced and diabetic nursing foot care curriculum. This curriculum is based on current best practice guidelines and evidence-based practice, including the Canadian Association of Foot Care Nurses’ National Competencies for Advanced Nursing Foot Care in Canada (2017).

The Foot Care Nurse Theory course (FCN Theory) is offered online and provides a theoretical foundation to nurses preparing to take the Onsite Foot Care Nurse Clinical course (FCN Clinical), which provides in-person clinical skills development and mentorship. Together, both courses are designed to prepare participants to function as a Foot Care Nurse within a health care team.

FCN Theory is administered by Foot Canada Training. This course is completed through online studies and provides information, resources and guidance for theory-based learning. Students are expected to complete online assignments and view pre-recorded webinars from their work/home computer. A 75% course average or higher is required to successfully complete FCN Theory, which is a prerequisite to start FCN Clinical.

Foot Canada Training FCN Clinical Course Curriculum - The Foot Care Nurse Clinical course (formerly FCN Part 2) was developed by Foot Canada Training and is administered by Foot Care Nurse Educators, colleges and universities who have a license to access and use Foot Canada Training’s curriculum. Education providers teach and administer FCN Clinical independently from Foot Canada Training. Each of these education providers have access to the same standardized peer-reviewed education guidelines, teaching materials and suggested FCN Clinical Course Outline. Please visit the Clinical Education Providers’ page of the Foot Canada Training website for a list of FCN Clinical education providers using the Foot Canada Training curriculum.

Independently Developed Clinical Courses - All education providers are welcome to refer their students to FCN Theory. Some of our colleagues in the nursing foot care community have developed their own clinical Foot Care Nurse course and have chosen to use Foot Canada Training’s FCN Theory course as a prerequisite for their course. All nurses are welcome to complete Foot Canada Training's FCN Theory and attend the clinical portion of their nursing foot care training with the education provider of their choice. We welcome this opportunity to work in association with other nursing foot care education providers. For a definitive list of education providers using the Foot Canada Training curriculum please visit the Clinical Education Providers' page of the Foot Canada Training website. Education providers not listed on this page are using their own independently-developed and administered curriculum.
FCN Theory Details

Total Hours: 110

Assignments (96 hours): FCN Theory is scheduled over an 11-week period with one assignment per week. Although it is recommended that students submit one assignment per week, students may proceed through the course at their own pace as long as all assignments are submitted by the course end date. Assignments may be completed through self or group study. Topics include:

- Introduction
- Career Opportunities in Foot Care
- Evidence-Informed Practice
- Anatomy of the Lower Leg
- Foot and Nail Conditions
- Infection and Prevention Control in Foot Care
- Foot and Ankle Conditioning, Physio and Massage Therapy
- Biomechanics, Footwear and Orthotics
- Foot Care for People with Diabetes
- Wound Care
- Webinars

Webinars (14 hours): Links for 11 pre-recorded webinar topics will be made available through the Student Lounge, a secure web page hosted by the Foot Canada Training website.

Required Reading

Textbook: Students are expected to purchase the following textbook prior to the course start date: Art & Science of Foot Care: A Clinical Resource for Nurses in Canada (2017). This textbook was written with the Foot Care Nurse course in mind and is a peer-reviewed, multi-authored textbook, developed through the collaboration of many experienced Canadian foot care professionals.

Competencies: Students are expected to download the Canadian Association of Foot Care Nurses’ National Competencies for Advanced Nursing Foot Care in Canada (2017), available in PDF.

Prerequisites

- Each applicant must hold a current non-restricted Nursing Registration/License (temporary or full) from a Canadian territory or province.
- Applicants must meet computer access and computer literacy requirements listed in the section below.

Recommendation

Prior to registering, we recommend each student contact their professional regulatory body to ensure that this course meets the criteria to practise as a Foot Care Nurse in their home
province or territory.

Computer Access and Computer Literacy Requirements

- Access to a high-speed internet connection.
- Access to a computer capable of downloading the most recent internet browsers, computer software and operating system updates. Although Foot Canada Training currently uses YouTube for students to stream webinars, we periodically update the tools at our disposal to improve the student experience. Students are required to have access to an updated computer that will be able to provide them access to a variety of educational software and media players to proceed with this course.
- Ability to work through a web-based course, including logging on to several different sites and programs. Students must be able to log onto the Student Lounge, use personal email, view webinars through various media players including YouTube, download and view documents from PDF, Word, Excel and PowerPoint files and use shared documents and social media.
- One-on-one computer technical support is not covered in the tuition, as technological issues are beyond the scope of the course Educators and administrators. Students must be confident in the reliability of their computer, in their computer skills and have the ability to independently problem solve any computer and software issues that may arise. Problem solving may include asking a friend or local IT professional for support or searching online for IT and course-related questions.

Tuition

Various sources for financial aid are available for students, depending on their province of residence. For more information about resources in your province, please review our Financial Aid page.

2020

- **Early Bird Tuition** = 1,081.50 + tax

*Tuition paid after the early bird deadline will be an additional $150.00 + tax.

Tuition includes:

- 11 pre-recorded webinars, which follow 11 online assignments.
- Access to our website’s secure Student Lounge which provides weekly webinars, resources, photos, and a discussion board.
- An Educator to review your progress on your weekly assignments and respond to your queries.
- Course administrative costs.
Tuition does not include:

**FCN Theory**
- The course textbook ($109.99 + tax)
- Requests outside of normal course activities or outside of educational and administrative support activities, including requests for remedial assignments, course transcripts and third-party correspondence.
- Technical computer support.

**FCN Clinical**
- Tuition for FCN Clinical - Tuition for FCN Clinical is set by the FCN Clinical education provider. Please contact your FCN Clinical course location for this information.
- Student Instruments and Supplies - Please contact your FCN Clinical course location directly for information on instrument and supply requirements at your location of choice.
- Travel and accommodation

**Refund and Withdrawal Policy**

We recommend prospective students complete our two self-assessment exercises to assess their readiness to take the course.

We advise prospective students to ensure this course is the right fit for them prior to sending tuition. Tuition received is non-refundable and cannot be deferred. Tuition is allocated towards course expenses from the date of receipt.

If tuition is being paid by a sponsoring organization, such as an employer, note that tuition is only transferable to another student with a minimum of 48 hour notice prior to the course start date and that the student must use the tuition for the same course and course dates. An administrative fee of $200 + tax is applicable for tuition transfers.

We strongly encourage students to contact us with any questions or concerns prior to completing registration.

**Credit**

A Certificate of Completion with Foot Canada Training’s logo is awarded to students who achieve the minimum passing grade for FCN Theory.

**Evaluation**

This course cultivates professional accountability through resourceful and self-directed learning requiring minimal assistance from the Educator.
**Passing grade:** A 75% average or higher, calculated from marks for assignments 1 to 11, is required to pass the Foot Care Nurse Theory course. We recommend that students start FCN Clinical within 12 months of having completed FCN Theory.

FCN Theory has 11 online, auto-corrected multiple choice assignments. The course exercises emphasize self-evaluation as well as reflective practice. Separate objectives are listed for each assignment. The theoretical knowledge and critical analysis skills acquired from each assignment will be used to develop practical and clinical skills in the practice setting offered by FCN Clinical.

Students are responsible for scheduling time to complete each assignment and to ensure ALL assignments are submitted prior to or on the last date of the course. We recommend students complete one assignment per week, in sequential order.

**Assignment Objectives**

Included below is a summary of assignment objectives for FCN Theory. A separate PDF of detailed assignment objectives, which include an introduction to some of CAFCN's *National Competencies for Advanced Nursing Foot Care in Canada (2017).*

**Summary of assignment objectives**

- **Assignment #1** - Explore and articulate career options, education, competency guidelines and advancements in nursing foot care. Develop a personal foot care practice learning plan.

- **Assignment #2** - Explore and articulate your personal and professional strengths, support systems such as mentors, key attributes and comparisons of different nursing foot care environments, including private practice. Begin to build a professional foot care contact database and career plan options.

- **Assignment #3** - Explore and articulate the differences between practice documents such as standards and guidelines and learn to critically appraise foot care practice information.

- **Assignment #4** - Demonstrate and articulate locations and functions of major anatomical structures of the lower leg.

- **Assignment #5** - Demonstrate and articulate the assessment, causes, prevention and treatments of common foot conditions and abnormal nails.

- **Assignment #6** - Demonstrate and articulate current infection control techniques to reduce the risk of cross-contamination in foot care practices including sterilization and disinfection techniques.

- **Assignment #7** - Explore and articulate, at an introductory level, your knowledge of foot and ankle conditioning exercises, physiotherapy's and massage therapy benefits, types and contraindications.

- **Assignment #8** - Explore and articulate, at an introductory level, a normal and an abnormal gait analysis, footwear and orthotics benefits, types and contraindications.
• **Assignment #9** - Demonstrate and articulate your knowledge of diabetes management and best practices in the care of feet for persons with diabetes.

• **Assignment #10** - Explore and articulate, at an introductory level, your knowledge of wound care management, benefits, types, guidelines and contraindications.

• **Assignment #11** - Demonstrate the information learned from the course webinars.

**Foot Canada Training Intellectual Property Policy**

• The Canada Copyright Act (R.S.C., 1985, c. C-42) protects all original literary, dramatic, musical and artistic work created in Canada or treaty countries, giving the author the sole "right to copy" (Canadian Intellectual Property Office, 2018).

• The Canadian Intellectual Property Office (2018) defines copyright as: "In the simplest terms, "copyright" means "the right to copy." In general, copyright means the sole right to produce or reproduce a work or a substantial part of it in any form. It includes the right to perform the work or any substantial part of it or, in the case of a lecture, to deliver it. If the work is unpublished, copyright includes the right to publish the work or any substantial part of it."

• The content of Foot Canada Training's courses and curriculum is copyrighted and cannot be copied, shared or published without written permission of Foot Canada Training's Director, Cindy Lazenby.

• If written permission to copy, share or publish one of Foot Canada Training's original works is provided by Foot Canada Training's Director, proper reference to the author must be given when the work is used.

References used to develop this policy


**Appendix A: Student Responsibilities**

1. **Educator Support**

   The contact information for your Educator and their support team is provided on the first page of the Student Lounge. All queries will be responded to within 3 business days.

2. **How to Complete Assignments**

   Students will receive instructions on how to login to the Student Lounge on the first day of the course. Once on the Student Lounge, students see the course divided in 11 weeks. The link for each assignment is located at the bottom of the page containing the information and resources for that week. Please note that the automated online assignments are from a recent upgrade.
to FCN Theory, therefore the questions from the online assignments will be slightly different than those listed in your course textbook.

All assignments are multiple choice. Once the assignment is submitted a page will appear with your mark, as well as feedback and resources for further study and evaluation.

Assignments will require students to perform different activities in order to receive full marks, including answering questions using information from course materials and research, as well as connecting with other foot care professionals and suppliers.

All information required to complete minimum assignment requirements is listed in:

- the Online FCN Theory Course Outline;
- the Student Lounge;
- the course textbook *Art & Science of Foot Care: A Clinical Resource for Nurses in Canada (2017)*;
- *the Canadian Association of Foot Care Nurses’ National Competencies for Advanced Nursing Foot Care in Canada (2017)*;
- the automated supplemental information written by your Educator, provided after submitting each assignment.

3. Helpful Multiple Choice Tips

Multiple choice assignments can measure knowledge and comprehension of application, critical thinking and affect of the topic.

- Assignments are located in the Student Lounge, at the bottom of the page for each week.
- Prior to completing the assignment, review all references and resources provided for the week.
- Read each question carefully. If a question seems to have all correct answers, consider the most important, relevant, credible, professional, comprehensive answer and focus on nursing and/or foot care providers. Incorrect answers can often be readily eliminated.
- Don’t assume any information not provided.
- Try to resist changing your answers unless a later question gave you an absolute reason for changing.
- Read through all questions before answering any. This will get you thinking ahead of time and you may see connections between information that you had missed earlier.
- Answer the questions that come easily first! You’ll be able to focus on the difficult questions with a sense of accomplishment and optimism.
- Don’t press the ‘NEXT’ button at the end of the assignment until you have reviewed all the resources and links provided in the assignment.
• Clicking the ‘NEXT’ button is the final step in submitting your responses for each assignment. You will not be able to change your answers after this step. Marks on submitted assignments will not be adjusted.

• After clicking the ‘NEXT’ button, a new page will appear. You will need to click the ‘submit’ button to gain access to the correct answers for the entire assignment and your final score.

4. Feedback

Your feedback is important to us. We encourage all students to complete the course evaluation provided at the end of the course and to communicate with the FCN Theory Lead Educator throughout the course with any questions or concerns.

5. Internet Connection Problems

Students are responsible for completing their assignments regardless of any computer or Internet connection problems.

6. Preparing for FCN Clinical

It is the student's responsibility to contact their Onsite Foot Care Nurse Clinical course location of choice to register. For a definitive list of education providers using the Foot Canada Training curriculum please visit the Clinical Education Providers' page of the Foot Canada Training website.

**Note that some locations require students to start FCN Clinical within 12 months of graduating from FCN Theory.** If registration is insufficient, FCN Clinical courses can sometimes be rescheduled and/or relocated. For this reason, students are encouraged to start FCN Clinical as soon as possible after having graduated from FCN Theory.

In signing below, students confirm that they have read this course outline and the Onsite FCN Clinical Course Outline.

_________________________________  _________________________  _________________________
Student Signature  Student Name  Date