

Use of ELNEC Materials

Updated February 2020

Participants who complete an ELNEC train-the-trainer course are considered ELNEC Trainers, part of a national and international network of specially-prepared nurse educators who are qualified to teach ELNEC content to others. A list of ELNEC trainers, listed by state or international country, who are willing to assist with teaching local courses is maintained on the ELNEC website (www.aacnnursing.org/ELNEC/Tools-for-Trainers).

ELNEC Trainers may incorporate ELNEC content into already developed programs or create new educational activities for specific audiences. Educational activities fall into the categories below. For all the below activities, ELNEC Trainers may use and adapt ELNEC materials as described in the “ELNEC Copyright Permission” (on the website). Requirements for submitting course notification forms (on the website) to the ELNEC Project Office are included in the descriptions below. Course notification forms must be submitted prior to any local training or train-the-trainer courses. The notification process ensures quality control, data tracking, and allows the opportunity to market the course on the ELNEC website. Once approved, trainers will receive a copy of the ELNEC logo and a certificate template.

1. **End-of-Life Education:** This consists of short programs of less than eight hours, and/or less than all eight or nine ELNEC modules (depending on the curriculum). **These shorter courses may have a variety of general titles (e.g. end-of-life or palliative care), but may not be called an ELNEC training.**
2. **ELNEC Training:** Any educational activity that utilizes ELNEC materials, includes all ELNEC modules, and consists of a minimum of one hour per module is considered an “ELNEC Training.” A notification form for these programs must be submitted to the ELNEC Project Office. **Those who complete this type of program may be designated as “ELNEC Trained.”** Although interdisciplinary audiences and students are often invited to these courses, ELNEC training is primarily designed for registered nurses.
3. **Train-the-Trainer Programs/Courses:** These are two or three-day conferences designed to teach a group of professional nurses to become trainers of the ELNEC curriculum, usually within a specific healthcare system or geographic area. A notification form for these programs must be submitted to the ELNEC Project Office. **Participants who complete the program are designated as “ELNEC Trainers.”** In these trainer courses, all modules must be covered, with approximately one hour devoted to content and approximately one hour devoted to teaching strategies and resources for each module.
4. **Non-Traditional Activities:** Although ELNEC Trainers are encouraged to use creative approaches to teach this specialized content, in-person classes are the preferred vehicle. Any other proposed use must be requested and approved in advance through the ELNEC Project Office. This includes posting on an agency intranet, offering classes via distance learning technology, or preparing self-study materials. ELNEC content may not be posted to the internet or published.

ELNEC Trainers must be responsible for the coordination of these educational activities but may utilize qualified faculty (and other disciplines with expertise in palliative care) to lecture as appropriate to the topic and specialty. ELNEC curricula are updated annually. Trainers are not permitted to use a curriculum over three years old. New curricula can be purchased only by those who have attended an ELNEC train-the-trainer course at: www.aacnnursing.org/ELNEC/Resources/Store. For further information or questions, contact elnec@coh.org.