

**CHICA-Canada**  
*Endorsement of Basic Education Courses for Infection Prevention & Control Practitioners*  
**Application Form**

**Educational Institution:**

**Name and position of representative:**

**Mailing address:**

**Telephone:**

**Fax:**

**Email:**

**Date of application:**

**Name of course and course number (if applicable):**

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**1. Course description**

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*Provide a brief course description (1-4 lines) that can be used on CHICA's web site. A university/college calendar description is appropriate.*

**2. History of the course**

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*Provide a brief summary of the history of the course—e.g., who developed it, when and why; if it has been offered before and if so, successes, challenges or issues that occurred and how they were addressed.*

**3. Next offering of the course**

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*Identify when the course is expected to be offered next and what the expected enrollment is.*

#### **4. Course details**

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*Provide, as a separate document, a detailed course outline. It must include the following information but you may also provide other details you feel are important.*

1. Number of hours per class or topic, specific learning objectives per class or topic, teaching methods used, assignments, and required and recommended texts, readings and other learning resources (e.g., videos).
2. Description of methods of evaluation of student learning outcomes, and their weights.

#### **5. Organizational support**

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*Provide a list of the organizational resources available to support student learning and faculty teaching: e.g., classroom or web facilities, library resources, support staff.*

#### **6. Course Faculty**

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*Provide the names and positions of the individuals who will be teaching in or have responsibility for the course when it is next offered. Specify the roles/ responsibilities each will have, and submit, as separate documents, a CV for each individual. If individuals have not yet been hired, describe the qualifications sought and the roles/ responsibilities anticipated, and forward CVs with the first annual update.*

#### **7. Pass level for the course**

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*Identify the assigned level or mark required for a student to pass the course and explain the rationale for that level.*

**8. Course revisions and updating**

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*Description of methods used, or planned, to evaluate or revise or update the course. If the course has been offered before, provide examples of previous course evaluation and how they were used.*

**9. Forward application**

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*Course Endorsement Review Committee  
Community and Hospital Infection Control Association – Canada  
PO Box 46125 RPO Westdale  
Winnipeg MB R3R 3S3*

*BY COURIER TO: 67 Bergman Crescent, Winnipeg MB R3R 1Y9*

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