Spring, 2022

HCA 126: Special Activities for Clients with Various Health Concerns

Number of Credits: 5, Number of hours per week: 9 - 12

Course Description:

This course discusses care strategies for assisting diverse client groups such as clients with a mental health diagnosis and clients with developmental delays and physical disabilities. Graduates who become employed in home care situations may have the opportunity to work with families to provide care for infants and children, as well as caring for clients living with life-limiting illness, and who could benefit from hospice, palliative, and end-of-life care. Information and skills to assist with these care assignments are provided in this course.

Each module will give you the opportunity to practise the common words and phrases used when discussing care for diverse client groups. In addition, there will be opportunities to read from the textbook, Mosby's Canadian Textbook for the Support Worker (4th ed.), complete learning activities, practise skills in a lab setting, and participate in practice exams.

Upon completion of this course, you will be prepared to work with a diverse client group in a variety of care settings

Instructor: Elizabeth Stewart

Instructor Name: Elizabeth Stewart
Office location: CC205Q
Phone number: 780-791-8949
elizabeth.stewart@keyano.ca

Office Hours

The instructor is available for student consultation in office from Monday to Friday. Please contact your instructor at the email above or contact the Nursing Office at (780) 791-4889 to arrange a time.

Hours of Instruction

Please see timetable for detailed hours of instruction

Required Resources

Wilk, M. J., Sorrentino, S. A., & Remmert, L. A. (2022). *Sorrentino's Canadian textbook for the support worker* (5th ed.). Elsevier.

Course Outcomes

Upon successful completion of the course, the student shall be able to:

1. Integrate knowledge of human growth and development with the care needs of infants, children, and clients with physical disabilities and developmental delays, mental health and addictive disorders and palliative and end-of-life care.
2. Integrate knowledge and examine dementia in relation to the following:
   - Responsive behaviours
   - Impact on families
   - Role of the collaborative care team
3. Examine mental health and addictive disorders in relation to the following:
   - Causes
   - General signs and symptoms
   - Common treatments
   - Impact on families and society
4. Describe key elements of the palliative care approach that can be applied to the care planning and provision of person-centred care as part of the collaborative care team to support clients.
5. Analyze own personal feelings and experiences as they relate to the following:
   - Clients with dementia
   - Clients with mental health and addictive disorders
   - Clients with physical disabilities and developmental delays
   - Clients receiving palliative care and at the end of life
   - Meeting care needs at the time of death (post-mortem care)
6. Examine the HCA role and responsibilities across the acute and continuing care settings (home care, long-term care, and supportive living) when applying the person-centred care principles and following the care plan for the following:
   - Infants
   - Children
   - Clients with dementia
   - Clients with mental health and addictive disorders
   - Clients with physical disabilities and developmental delays
   - Clients receiving palliative care and at the end of life
7. Examine cultural competence and diversity in the provision of care to the following:
   - Infants
   - Children
   - Clients with dementia
   - Clients with mental health and addictive disorders
   - Clients with physical disabilities and developmental delays
   - Clients in palliative care and at the end of life
8. Apply knowledge of client, personal, and environmental safety when providing care to the following:
   - Clients with dementia
   - Clients with mental health and addictive disorders
   - Clients with physical disabilities and developmental delays
   - Clients in palliative care and at the end of life

9. Demonstrate competence (knowledge, skills, behaviours, and attitudes) by applying evidence-informed practice and guidelines, such as de-escalation training, when providing individualized care to the following:

- Clients with dementia
- Clients with mental health and addictive disorders
- Clients in palliative care and at the end of life

10. Apply communication techniques and strategies that support person-centred care and the collaborative team to a variety of situations/scenarios with the following:

- Clients with dementia
- Clients with mental health and addictive disorders
- Clients with physical disabilities and developmental delays

Clients in palliative care and at the end of life

Evaluation

HCA students must achieve a minimum final grade of 70% in each course and pass the provincial HCA Examination to graduate from the HCA Program and receive the Government of Alberta HCA Provincial Curriculum Certificate.

Grading System

Descriptor	Grading Scale		Marking Scale	
	Alpha Grade	4 Point Scale	Percentage Scale	
Excellent	A+	4.0	100	96
	A	4.0	90	95
	A-	3.7	85	89
Good	B+	3.3	80	85
	B	3.0	76	79
	B-	2.7	72	75
Satisfactory	C+	2.3	68	71
	C	2.0	64	67
	C-	1.7	60	63
Poor	D+	1.3	55	59
Minimum Pass	D	1.0	50	54
	F	0.0	0	49

Proposed Schedule

Please see timetable for detailed hours of instruction

Please Note:

The date and time allotted to each topic are subject to change.

Performance Requirements and Student Services

Student Responsibilities

As a student, it is your responsibility to contact the Office of the Registrar to complete the required forms, including the Withdraw Course or Program or a Change of Registration form. Please refer to the important dates listed in the Academic Schedule in the [Keyano College credit calendar](). The Keyano College credit calendar also has information about Student Rights and the Code of Conduct. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and the Code of Conduct Policies.

Student Attendance

Class attendance is helpful for two reasons: First, class attendance maximizes a student's learning experience. Second, attending class is an excellent way to keep informed of matters relating to the course administration (e.g., the timing of assignments and exams). Ultimately, you are responsible for your learning and performance in this course. It is the responsibility of each student to be prepared for all classes. Absent students are responsible for the material covered in those classes, and students must ensure they are ready for their next class, including completing any missed assignments and notes.

Academic Misconduct

Students are considered responsible adults and should adhere to the principles of intellectual integrity. Intellectual dishonesty takes many forms:

- Plagiarism or the submission of another person's work as their own,
- The use of unauthorized aids in assignments or examinations (cheating),
- Collusion or the unauthorized collaboration with others in preparing work,
- The deliberate misrepresentation of qualifications,
- The willful distortion of results or data,
- Substitution in an examination by another person,
- Submitting unchanged work for another assignment, and
- Breach of confidentiality.

The consequences for academic misconduct range from a verbal reprimand to expulsion from the College. More specific descriptions and details are found in the Student Rights and Code of Conduct section of the Keyano College credit calendar. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Code of Conduct Policies. To ensure your understanding of plagiarism, you may be required to complete an online tutorial and submit the certificate of completion.

Online Learning

Technology and internet connectivity will impact your online learning experience. You may be required to watch online videos, take online quizzes, or participate in live online classes. Live/virtual courses will be hosted in Microsoft Teams or Zoom. For all course delivery types, you will access your course resources on Keyano's learning management system: Moodle

(iLearn). Login in using your [Keyano username and password](#). Keyano College operates in a Windows-based environment, and having access to the correct tools for online learning is essential. Here's a list of recommended system requirements.

Internet Speed

Minimum download and upload speeds of 10 Mbps. Recommended download speeds of 25 Mbps and upload speeds of 10 Mbps (if you are sharing your internet at home). You can check your internet speed with [Speedtest by Ookla](#).

Computer System Requirements

Microsoft Windows	Apple (Mac)

Minimum Requirements:
1. Windows 10 Operating System or above
2. 4GB of RAM
3. 10GB available hard drive storage space
   a. Install the Microsoft Office 365 suite (~3GB) *
4. Microphone, webcam, and speakers (All modern laptops have these three accessories built-in.)
5. Windows has built-in anti-virus/malware software. It is essential to install system updates to keep your device secured regularly.
*[Microsoft Office 365](#) is free to Keyano students.
	Minimum Requirements:
	1. Mac Operating System 10.14 (Monterey) or above
	2. 4GB of RAM
	3. 10GB available hard drive storage space
	   a. Install the Microsoft Office 365 suite (~3GB) *
	4. Microphone, webcam, and speakers (All modern laptops have these three accessories built-in.)
	5. Mac has built-in anti-virus/malware software. It is important to install system updates to keep your device secured regularly.
	*[Microsoft office 365](#) is free to Keyano students.

Recommended Upgrades • 8GB of RAM • Regularly back up or synchronize your files, locally or with a cloud-based storage option. OneDrive is the cloud-based storage option free to students after the setup of KeyanoMail and Microsoft	**Recommended Upgrades** • 8GB of RAM • Regularly back up or synchronize your files locally or with a cloud-based storage option. OneDrive is the cloud-based storage option free to students after the setup of KeyanoMail and Microsoft
Tablets, iPads and Chromebooks are **not** recommended: they may not be compatible with the testing lockdown browsers and Microsoft Office 365.	

Specific Department Requirements

Business and OA programs require Windows 10.
Other programs may utilize Windows-based tools as well.

Computer Software

Students have access to Microsoft Office 365 and Read&Write for free using Keyano credentials.

Recording of Lectures and Intellectual Property

Students may only record a lecture if explicit permission is provided by the instructor or Accessibility Services. Even if students have permission to record a lecture or lecture materials, students may not share, distribute, or publish any of the lectures or course materials; this includes any recordings, slides, instructor notes, etc., on any platform. Thus, no student is allowed to share, distribute, publish or sell course-related content without permission. It is important to recognize that the Canadian Copyright Act contains provisions for intellectual property. The Academic Integrity Policy provides additional information on Keyano College's expectations from students as members of the intellectual community.

ITS Helpdesk

If you have issues with your student account, you can contact the ITS Helpdesk by emailing its.helpdesk@keyano.ca or calling 780-791-4965.

COVID-19 We are subject to provincial, and municipal bylaws, and policies. These decisions may change pending further direction from the Alberta Chief Medical Officer, Alberta Health Services, and other provincial guidelines. To protect yourself and others, get immunized, wash your hands, wear a mask, keep your distance (2m/6 ft) and remain home when feeling unwell. For the most recent COVID-19 information, please refer to albertahealthservices.ca/COVID.

Specialized Supports The Student Services Department is committed to Keyano students and their academic success. There is a variety of student support available at Keyano. All student services are available during Keyano business hours: Monday to Friday, 8:30 a.m. to 4:30 p.m. The College is closed on statutory holidays. If you require support outside of regular business hours, please inform the support service team, and they will do their best to accommodate your needs.

Accessibility Services provides accommodations for students living with disabilities. Students with documented disabilities or who suspect a disability can meet with an Access Strategist to discuss their current learning barriers and possible accommodations. Students who have accessed accommodations in the past are encouraged to contact the department to request accommodations for the following semester. Please note that requesting accommodations is a process and requires time to arrange. Contact the department as soon as you know you may require accommodations. For accessibility supports and disability-based funding, please book an appointment by emailing us at: accessibility.services@keyano.ca.

Accessibility Services also provides individual and group learning strategy instruction for all students and technology training and support to enhance learning. You can meet with an Access Strategist to learn studying and test-taking strategies. In addition, you can schedule an

appointment with the Assistive Technology Specialist to explore technology tools for learning. Book an appointment today by emailing: accessibility.services@keyano.ca

Wellness Services offers a caring, inclusive, and respectful environment where students can access free group and individual support to meet academic and life challenges. Mental Health Coordinators provide a safe and confidential environment for you to seek help with personal concerns. Our Wellness Navigator offers support with basic needs such as housing, financial and nutritional support, and outside referrals when needed. Wellness Services welcomes students to participate in group sessions that address topics including mindfulness and test anxiety throughout the academic year. Individual appointments can be made by emailing wellness.services@keyano.ca.

Library Services: provides students with research, information, and education technology supports as they engage in their studies. Library staff are available to help you online and in person throughout the semester. Librarians offer individual and small group appointments booked using the online Book A Librarian calendar. The Library also provides research and subject guides to help you with your studies. To view a subject or course-specific guide, check out the complete list of online Subject Guides. To start your research and access citation guides (APA, MLA, Chicago, or IEEE), visit the Research Help page. The Library's collections (including print and online materials) are searchable using OneSearch. The Library offers a Loanable Technology collection to support students accessing and using technology. For an up-to-date list of technology available for borrowing, visit the Library's Loanable Technology webpage. For a detailed list of library resources and services, go to www.keyano.ca/library. For all inquiries, please email askthelibrary@keyano.ca or chat with us online.

Academic Success Centre: The Academic Success Centre at Keyano College (CC-119) provides **free** academic support services to registered students, such as tutoring, writing support, facilitated study groups, workshops, and study space. Academic Content Specialists are available in Mathematics, Science, Trades, Power Engineering, Upgrading/College Prep, Human Services, English, Humanities, and more. Students are encouraged to visit the Academic Success Centre to discuss study strategies and academic concerns. For additional information, please email Academic.Success@keyano.ca.

Academic Success Coach: The Academic Success Coach is located in the Academic Success Centre and works with students to develop academic success plans, time management skills, study strategies, and homework plans. For additional information, please email Academic.Success@keyano.ca.