



**Health Care Aide 110**

**Working as a Health Care Aide**

**September 2, 2015 – September 18, 2015**

**COURSE OUTLINE**

Instructor:  
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## **HEALTH CARE AIDE 110**

### **COURSE OUTLINE**

#### **CALENDAR STATEMENT**

This course will provide the student with the opportunity to learn the roles and responsibilities of the Health Care Aide including being familiar with the provincial legislation that guides safe ethical personalized care. In addition the student will learn about providing safe client care, ensuring environmental safety, and self-care and safety while working in a team environment.

#### **COURSE HOURS**

TOTAL HOURS: 45

LECTURE: 40 Hours    LAB 5 Hours

CREDITS: 2

#### **COURSE DESCRIPTION**

During this course you will focus on the role and responsibilities of a health care aide working in a variety of employment settings. The focus of this course is to share information that will result in safe, ethical, respectful care based on the needs of the client. Care that meets these standards is known as client-centered care.

#### **TUTOR INFORMATION**

Instructor: Barb Reitz

Phone:

E-mail:

## GENERAL LEARNING OUTCOMES

Upon successful completion of this course, you will be able to meet or exceed the following:

- 1.1 Examine concepts of health and wellness and of illness and disability.
- 1.2 Examine health within the context of the Canadian health-care system and the Canada Health Act.
- 1.3 Describe the role, responsibilities, and unique contributions of the HCA to the health of clients across a variety of workplace settings.
- 1.4 Explain the importance of the helping relationship within the role of the HCA.
- 1.5 Describe the importance of respect for culture and diversity.
- 1.6 Examine health-care ethics within the role of the HCA.
- 1.7 Develop skill in self-awareness.
- 1.8 Examine lifelong learning and continuing education within the role of the HCA.
- 1.9 Use terminology related to the HCA role and scope of practice.
- 1.10 Examine the HCA role and responsibility when applying the “I CARE” model.

## Instructional Methods

- This course uses a variety of teaching/learning methods including: discussion, experiential exercises, learner presentations, role-plays, case studies, lectures, reflection, lab demonstration and practice, and group activities. These course activities provide the opportunity for learners to learn with and from others who are undergoing a similar learning experience.
- The course emphasizes pre-class preparation, participation in interactive classes, and post-class reflection and review. The learner is expected to take an active part in class discussions and take responsibility for his/her own learning. The instructor’s role is to facilitate learning.

## **HEALTH CARE AIDE PROGRAM POLICIES**

Please refer to Keyano College Health Care Aide Handbook for specific Health Care Aide Program policies and to Keyano College Calendar for general College policies.

Please review the Keyano College Nursing Program Policy on Clinical Attire, which is outlined in the student handbook. The following are required items for clinical: nametag, health centre ID, watch, penlight, black pen, bandage scissors and stethoscope.

## **LATE POLICY FOR ASSIGNMENTS**

All assignments are to be passed in at the time and place they are due. Please see timetable. Extensions on assignments may be granted and must be negotiated with the tutor prior to the due date and with a date specified for late submissions. If prior arrangements are not made, a penalty of a letter grade for each working day that an assignment is submitted after the due date will be deducted from the final grade i.e. an assignment graded at B would receive an adjusted grade of B- if handed in one day late; if two days late, the grade is adjusted to C+ etc.

## **SPECIALIZED SUPPORTS & DUTY TO ACCOMMODATE**

### **DISABILITY SUPPORT SERVICES: LEARNER ASSISTANCE PROGRAM**

If you have a documented disability or you think that you would benefit from some assistance from a Disabilities Counselor, please call or visit the Disability Supports Office 780-792-5608 to book an appointment (across from the library). Services and accommodations are intended to assist you in your program of study, while maintaining the academic standards of Keyano College. We can be of assistance to you in disclosing your disability to your instructor, providing accommodations, and supporting your overall success at Keyano College.

### **SPECIALIZED SUPPORTS AND DUTY TO ACCOMMODATE**

Specialized Support and Duty to Accommodate are aligned with the office of Disability Support Services: Learner Assistance Program (LAP) guided by federal and provincial human rights legislation and defined by a number of Keyano College policies. Keyano College is obligated by legislation to provide disability-related accommodations to students with identified disabilities to the point of undue hardship.

## OVERVIEW OF LEARNING EXPERIENCES

### Course Modules

This course consists of the following units:

- Module 1:** Role of the Health Care Aide
- Module 2:** Legislation
- Module 3:** Functioning Effectively as a Team Member
- Module 4:** Environmental Safety
- Module 5:** Client Safety
- Module 6:** Self Care and Safety

## REQUIRED TEXTS

Sorrentino, S.A., Remmert, R., & Wilk, M.J. (2013). *Mosby's Canadian textbook for the support worker* (3rd ed.). Toronto, ON: Elsevier.

Sorrentino, S.A., Remmert, R., & Wilk, M.J. (2013). *Mosby's Canadian textbook for the support worker* (3rd ed.). Toronto, ON: Elsevier. Work book to accompany.

Access to the Internet

## OVERVIEW OF COURSE ASSESSMENT

### Mid Term Exam

The midterm exam tests your knowledge on modules 1 – 4 inclusive; this exam has 45 multiple choice questions. Your responses must be made on the bubble sheet (provided by your instructor or tutor).

## Final Exam

The final exam is **cumulative**, meaning that it tests your knowledge of the content of the entire course. It is a multiple-choice exam with 60 questions. Your responses must be made on the bubble sheet (provided by your instructor or tutor).

### DISTRIBUTION OF MARKS

THEORY			DATE
Mid-term exam covers modules 1-4; multiple choice	Demonstrate knowledge of course content from module 1-4 inclusive	40%	Sept 11
<b>Final Exam</b> cumulative; multiple choice	Demonstrate knowledge of course content	60%	Sept 18
		<b>Total</b>	<b>100%</b>

### PASSING LEVEL AND GRADING SCALE

This is a combined theory course. Learners must complete **all** examinations to receive a final theory grade. Learners will be allowed one rewrite of exams to raise their theory grade.

To receive credit for HCA 110, a learner must achieve each of the following:

- A minimum overall grade of 2.3 (C+) or 70%

Refer to the Health Care Aide Handbook for information regarding grading scale, extensions, and other program standard practices.

### Important Additional Information

**Note to all students:** It is the student's responsibility to retain course outlines for possible future use in support of applications for transfer credit to other educational institutions.