

## Health Care Assistant Program (HCA)

### Program Outline

<b>PROGRAM IMPLEMENTATION DATE:</b>	<b>September 2009</b>
<b>OUTLINE EFFECTIVE DATE:</b>	<b>September 2023</b>
<b>PROGRAM OUTLINE REVIEW DATE:</b>	<b>March 2028</b>

#### GENERAL PROGRAM DESCRIPTION:

The Health Care Assistant Program is designed to provide students with opportunities to develop the knowledge, skills and attitudes necessary to function effectively as front-line care providers and be a respected member of the health care team in both community and facility settings.

Under the direction and supervision of a health professional, graduates provide person-centered care aimed at promoting and maintaining the physical, emotional, cognitive and social well-being of clients/residents.

Upon completion of the program, graduates receive a Health Care Assistant certificate. The graduates are prepared to work in many settings including home support, assisted living, long term care, complex care, special care units, other home and community care settings and acute care.

**Program Information:** The Health Care Assistant program follows the 2015 HCA Provincial curriculum. The HCA Provincial curriculum (2015) is an updated document building on the 2008 provincial curriculum. Since 2008, the working environments of HCAs have continued to evolve as the complexity of client populations has continued to increase. More HCAs are being employed in acute care settings and they are providing care for more acute clients than in the past. The curriculum incorporates the basic competencies and practice standards required by the HCA as identified in the BC Health Care Assistants Core Competency Profile, March 2014.

**Delivery:** This program is delivered face to face and online (synchronous/asynchronous).

**COTR Credits:** 35

**Hours for this program:** 805 hours

#### Typical Structure of Instructional Hours:

Instructional Activity	Duration
Lecture Hours	355
Seminars / Tutorials	
Laboratory / Studio Hours	120
Practicum / Field Experience Hours	60
Supervised Clinical	270
<b>Total</b>	<b>805</b>

#### Practicum Hours (if applicable):

Type of Practicum	Duration
On-the-job Experience	60
Formal Work Experience	N/A
Supervised Clinical	270
<b>Total</b>	<b>330</b>

**Program Outline Author or Contact:**

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Signature

**APPROVAL SIGNATURES:**

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Department Head Signature

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EDCO

Valid from: September 2023 – March 2028

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Education Council Approval Date

**PROGRAM REQUIREMENTS AND TRANSFER CREDIT:**

**Admission Requirements:**

**Academic**

- Grade 10 or Adult Basic Education Intermediate Level Certificate or equivalent
- Minimum 60% in either English 10, English First Peoples 10, Composition 10 and Spoken Language 10, English First Peoples Writing 10 and English First Peoples Spoken Language 10, ENGL 070, or English Assessment
- Minimum 60% in either Math 10, Foundations of Math 10 and Pre-Calculus 10, MATH 070, or Math Assessment

**English Language Proficiency Requirements**

- Applicants whose first language is not English will be required to take a standardized proficiency assessment per BC Health Care Assistant (HCA) Programs English Language Competency Requirements [https://www.cachwr.bc.ca/Documents/Educators/English-Language-Competency\\_HCA-Program-Entry\\_2018.aspx](https://www.cachwr.bc.ca/Documents/Educators/English-Language-Competency_HCA-Program-Entry_2018.aspx)
- It is the applicant’s responsibility to arrange this assessment through Student Services or an Education Advisor at the College

**Additional Admission Requirements**

- Core Competency Profile Declaration
- Criminal Record Check (CRC) through the Ministry of Public Safety and Solicitor General
- English Competency Self-Declaration
- Notice of Collection, Use and Disclosure Agreement

## Practicum Requirements

- CPR Level C certification, current for the duration of the program. Acceptable CPR courses must include a face-to-face component and may be combined with a first aid course
- One of the following first aid certifications:

St. John Ambulance Standard First Aid	Workplace Emergency First Aid
St. John Ambulance Emergency First Aid	Red Cross Standard First Aid
Lifesaving Society Emergency First Aid	Emergency Medical Responder
Lifesaving Standard First Aid	Primary Care Paramedic
Occupational First Aid Level 1, 2 or 3	Advanced Care Paramedic
Red Cross Emergency First Aid BC	Critical Care Paramedic

- Foodsafe Level 1 certificate
- BCCDC Immunizations for BC Health Care Workers
- Annual influenza immunization
- COVID-19 Vaccination
- Negative TB testing results. Must be completed no earlier than 8 months before beginning of the HCA Program
- Computer literacy is recommended

### Flexible Assessment (FA):

Credit can be awarded for this course through FA

Yes  No

**Transfer Credit:** For transfer information within British Columbia, Alberta and other institutions, please visit <http://www.cotr.bc.ca/Transfer>. Students should also contact an academic advisor at the institution where they want transfer credit.

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## Health Care Assistant Program

<b>Fall Semester:</b>	<b>Hours Lecture / Lab</b>	<b>Credits</b>
HCA 101 – Health & Healing: Concepts for Practice	70 hours - lecture	4
HCA 102 – Health Care Assistant: Introduction to Practice	30 hours - lecture	3
HCA 103 – Health 1: Interpersonal Communications	50 hours - lecture	3
HCA 104 – Health 2: Lifestyle and Choices	30 hours - lecture	3
HCA 105 – Healing 1: Caring for Individuals Experiencing Common Health Challenges	115 hours - lecture	4
HCA 106 – Healing 2: Caring for Individuals Experiencing Cognitive or Mental Challenges	60 hours - lecture	4
HCA 107- Healing 3: Personal Care and Assistance	120 hours - lab	4
<b>Total</b>	<b>475 hours</b>	<b>25 credits</b>

<b>Winter Semester:</b>	<b>Hours Lecture / Lab</b>	<b>Credits</b>
HCA 108 – Practice Education Experience in Home Support, Assisted Living and/or Group Homes	60 hours clinical in community setting	4
HCA 109 – Practice Experience in Multi-Level/Complex Care	270 hours clinical in residential setting	6
<b>Total</b>	<b>330 hours</b>	<b>10 credits</b>

<b>Total Fall &amp; Winter semesters</b>	<b>805 hours</b>	<b>35 credits</b>
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### COURSE GRADE:

Course grades are assigned as follows:

	A+	A	A-	B+	B	B-	F
HCA	≥ 95	94-90	89-85	84-80	79-75	74-70	< 70

<b>COM</b>	Completed to defined standard
<b>NCG</b>	No Credit Granted

A grade of COM/NCG is used for HCA 107, HCA 108 and HCA 109.

## **COURSE DESCRIPTIONS:**

### **HCA 101 - Health and Healing: Concepts for Practice**

This course provides students with the opportunity to develop a theoretical framework for practice. Students will be introduced to the philosophical values and theoretical understandings that provide a foundation for competent practice as an HCA. The course focuses on concepts of caring and person-centered care; basic human needs and human development; family, culture and diversity as they relate to health and healing. Students will also be introduced to a problem-solving model that will be critical to their practice.

### **HCA 102 - Health Care Assistant: Introduction to Practice**

This course provides an introduction to the role of the HCA within the British Columbia health care system. Students are introduced to the health care team and the roles and functions of the HCA within the team. Students also have opportunities to develop self-reflective skills required for competent practice and will be introduced to effective job-finding approaches.

### **HCA 103 - Health 1: Interpersonal Communications**

This course focuses on the development of self-awareness, increased understanding of others, and development of effective interpersonal communication skills that can be used in a variety of care-giving contexts. Students are encouraged to become more aware of the impact of their own communication choices and patterns. They have the opportunity to develop and use communication techniques that demonstrate personal awareness, respect and active listening skills.

### **HCA 104 - Health 2: Lifestyle and Choices**

This course introduces students to a holistic concept of health and the components of health-enhancing lifestyles. Students are invited to reflect on their own experience of health, recognizing challenges and resources that can impact lifestyle choices. Students are introduced to a model that can be applied in other courses to understand the multi-faceted aspects of health and healing.

### **HCA 105 - Healing 1: Caring for Individuals Experiencing Common Health Challenges**

This course introduces the students to the normal structure and function of the human body and normal bodily changes associated with aging. Students explore common challenges to health and healing in relation to each body system. Students are also encouraged to explore person-centered practice as it relates to the common challenges to health and, in particular, to end of life care.

### **HCA 106 - Healing 2: Caring for Individuals Experiencing Cognitive or Mental Challenges**

This course builds on content from other courses to assist students to explore concepts and care giving approaches that allow the student to work effectively with individuals experiencing cognitive or mental challenges. The emphasis in this course is on supporting clients with dementia, recognizing responsive behaviours and identifying person-centered intervention strategies.

### **HCA 107 - Healing 3: Personal Care and Assistance**

This practical course offers students the opportunity to acquire personal care and assistance skills within the parameters of the Health Care Assistant role. The course is comprised of class and supervised laboratory experiences. The aim of this course is to assist the student to integrate theory from other courses to develop care-giver skills that maintain and promote the comfort, safety and independence of individuals in community and facility contexts.

**HCA 108 - Practice Education Experience in Home Support, Assisted Living and/or Group Homes**

This practice course provides students with an opportunity to apply knowledge and skills from all other courses with individuals and families in a community setting. Opportunity is provided for students to become more familiar with the role of the HCA within the Home Support Agency, Assisted Living Facility and/or a Group Home, and to gain abilities that prepare graduates for employment in these settings. It is important that the students understand the philosophy of community care settings and its emphasis on client choice and independence.

**HCA 109 - Practice Education Experience in Multi-Level/Complex Care**

This supervised practice experience provides students with an opportunity to apply knowledge and skills from all other courses in the program with individuals in a multi-level/complex care setting. A portion of this clinical experience is devoted to working with individuals with dementia. Opportunity is provided for students to gain expertise and confidence with the role of the HCA within the Long Term Care setting.