

DEPARTMENT OF PRACTICAL NURSE AND HEALTH CARE AIDE

COURSE OUTLINE – Winter 2025

HC1040: Providing Personal Centered Care and Comfort – 5(2.1-0-3.3) 75 Hours / 14 Weeks

Northwestern Polytechnic acknowledges that our campuses are located on Treaty 8 territory, the ancestral and present-day home to many diverse First Nations, Metis, and Inuit people. We are grateful to work, live and learn on the traditional territory of Duncan's First Nation, Horse Lake First Nation and Sturgeon Lake Cree Nation, who are the original caretakers of this land.

We acknowledge the history of this land and we are thankful for the opportunity to walk together in friendship, where we will encourage and promote positive change for present and future generations.

INSTRUCTOR: Jaclyn Lucas

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OFFICE HOURS: By Appointment

CALENDAR DESCRIPTION:

In this course, the learner will learn to support clients to maintain their independence and meet their care needs according to individual care plans. The learner will acquire the skills and knowledge needed to assist clients with daily grooming and hygiene and to assist clients to walk and use mobility aides and wheelchairs safely. The learner will learn several methods for carrying out client lifts and transfers, with a focus on client safety and comfort. Upon completion of the course, the learner will have an excellent baseline knowledge of standards for meeting client nutritional needs and strict guidelines in safe food handling as set out in minimum provincial expectation.

COREQUISITE(S):

HC1010, HC1020, HC1030

Alberta Government. (2018, April). Alberta health care aide competency profile.

Retrieved November 9, 2021, from

<https://open.alberta.ca/publications/9781460137253>

Wilk, M. (2022). Sorrentino's Canadian clinical skills: Skills for personal support workers. <https://evolve.elsevier.com>

Wilk, M. (2022). Sorrentino's Canadian textbook for the support worker (5th ed.). Elsevier Inc.

Wilk, M., & Sekhon, N. (2022). Workbook to accompany Sorrentino's Canadian textbook for the support worker (5th ed.). Elsevier Inc.

DELIVERY MODE(S):

In-Class Lecture and Lab

LEARNING OUTCOMES:

1. Describe knowledge of providing person-centred care and comfort within the HCA role in the following skill areas: client grooming and personal hygiene, bathing, bed making, assisting with elimination, client mobility, positioning, transfers, and lifts, assisting at mealtimes and with food safety, and using basic knowledge of body systems.
2. Define evidence-informed practice and guidelines for assisting with each of the activities of daily living skills.
3. Describe the importance of the client's strengths needs, rights, preferences, and expectations, and their willingness and ability to participate in their care.
4. Demonstrate ethical person-centred care related to assisting with activities of daily living skills and following the client care plan in the acute and continuing care settings (home care, long-term care, and supportive living).
5. Identify knowledge of the collaborative teams' roles and responsibilities within the assistance of each of the activities of daily living skills.
6. Describe key elements of the palliative care approach that can be applied to the planning, implementation, and assistance of activities of daily living skills.

7. Demonstrate competence (knowledge, skills, behaviours, and attitudes) by applying evidence-informed practice and guidelines when assisting with activities of daily living skills.
8. Apply the principles of professional and accurate communication through instruction, delivery, reporting, and documentation of activities of daily living skills.
9. Apply communication techniques and strategies that support diverse clients displaying responsive behaviours when assisting with activities of daily living skills.
10. Demonstrate client and personal safety by recognizing and responding to safety hazards, near misses, reporting abuse, following infection prevention and control principles, conducting client transfers, and handling and operating health equipment safely.

TRANSFERABILITY:

Please consult the Alberta Transfer Guide for more information. You may check the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.alberta.ca>.

** For courses with alpha (letter) grading, a grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. **Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability.**

EVALUATIONS:

This course follows the Health Care Aide Provincial Curriculum Program Standards and Policies developed by the Government of Alberta.

Evaluation	Value	Date
Final Exam	Pass/Fail (70% or better)	April 7 th , 2025
Completion of Lab Skills	Pass/Fail	End of Course

1. Final Exam

The final exam includes all content covered in Weeks 1-14. It is a cumulative exam. Question format will be multiple choice questions only.

Alpha Grade	4-Point Equivalence	Percentage Conversion (unless otherwise specified in the Course Outline)	Descriptor
P	N/A	70-100	Pass
F	N/A	0-69	Fail

COURSE SCHEDULE/TENTATIVE TIMELINE:

Week	Topic
Week 1	Orientation
Week 2	Module 1 – Assist with Client Mobility
Week 3	Module 2 – Positioning, Transfer & Lifts
Week 4	Module 3 – Client Grooming & Personal Hygiene
Week 5	Module 3 – Client Grooming & Personal Hygiene
Week 6	Module 3 – Client Grooming & Personal Hygiene
Week 7	Winter Break – No Classes
Week 8	Module 4 – Bathing the client & Bed Making
Week 9	Module 4 & 5
Week 10	Module 5 – Assist with Elimination
Week 11	Module 6 – Assist with Nutrition and Mealtimes
Week 12	Module 7 – Food Safety
Week 13	Review
Week 14	Final Exam – Monday April 7 th , 2025

- Please refer to MyClass for course outline and schedule.
- This is tentative/subject to change.

STUDENT RESPONSIBILITIES:

As a student at NWP, you have rights and responsibilities. It is your responsibility to be familiar with the information contained in this Course Outline and the HCA student handbook and to clarify any areas of concern with the instructor. It is also

your responsibility to be familiar with NWP Policies. Please take the time to familiarize yourself with the policies that might impact you while you are here:

- NWP Department of Practical Nurse & Health Care Aide, [HCA Student Handbook](#)
- NWP Policies: <https://www.nwpolytech.ca/about/administration/policies/>

STATEMENT ON ACADEMIC MISCONDUCT:

Academic Misconduct will not be tolerated. For a more precise definition of academic misconduct and its consequences, refer to the Student Rights and Responsibilities policy available at <https://www.nwpolytech.ca/about/administration/policies/index.html>.

**Note: all Academic and Administrative policies are available on the same page.

Additional Information:

LECTURES:

Attendance at all lectures is encouraged. Absence could jeopardize overall performance.

LABS:

By the end of each lab, students are responsible to demonstrate beginning proficiency and competence with each of the skills offered in this course. Attendance at all labs is required and students are responsible to consult with the Lab Instructor to make up for missed labs. To develop proficiency and psychomotor expertise students are encouraged to practice at home or during regularly schedule practice labs