

DEPARTMENT OF PRACTICAL NURSE AND HEALTH CARE AIDE

COURSE OUTLINE – FALL 2026

HC1041 A2/L1/L2: Fundamentals of Providing Safe, Person-Centered Care – 5 (2.5-0-3.8)
75 Hours/ 12 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.

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OFFICE HOURS: By Appointment Only	

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CALENDAR DESCRIPTION:

This course focuses on developing fundamental skills necessary for providing safe, person-centred care. Applying evidence-informed principles, learners will practice skills to support clients with their activities of daily living, emphasizing professionalism and compassionate care. This course also provides opportunities for learners to engage in professional communication and documentation related to client care.

COREQUISITES:

HC1011, HC1021, HC1031

REQUIRED TEXT/RESOURCE MATERIALS:

College of LPNs and HCAs of Alberta. (2026, February). *HCA knowledge hub*.

<https://www.clpna.com/hca/knowledge-hub/>

Wilk, M. J., Sorrentino, S. A., & Remmert, L. N. (2022). *Sorrentino's Canadian textbook for the*

DELIVERY MODE(S):

Lecture and lab.

LEARNING OUTCOMES:

1. Demonstrate evidence-informed practice to assist clients with their activities of daily living.
2. Identify professional behaviours required while providing person-centred care.
3. Apply knowledge of the body systems when providing client care.
4. Apply professional communication principles through the reporting and documentation of client care.
5. Demonstrate the principles of infection prevention and control.
6. Demonstrate safe body mechanics during the provision of client care.
7. Demonstrate competency in the safe operation and maintenance of health care equipment.

TRANSFERABILITY:

Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at the Alberta Transfer Guide main page

<http://www.transferalberta.alberta.ca>

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EVALUATIONS:

Assessment	Due	Weighting
Nutrition, Infection Prevention and Control Assignment	After Module 2	30%
Transfers, Lifts, and Falls Assignment	After Module 4	30%
Final Exam (cumulative)	End of Course	40%
Lab Skills	End of Course	Pass/Fail
High Impact Consolidation Lab	End of Course	Pass/Fail

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1. Nutrition, Infection Prevention and Control Assignment

The purpose of this assessment is to assess the learners' knowledge of nutrition and infection prevention and control practices. This assignment is to be completed in-class.

Learners will work in pairs to complete this assignment. Details of the assignment will be available on the D2L page, including the marking rubric.

2. Transfers, Lifts, and Falls Assignment

To assess learners' knowledge of transfers, lifts, and fall management. This assignment includes content from modules 3 and 4 and is to be completed individually in class. Details of assignment will be available on the course D2L page, including the marking rubric.

3. Final Exam

The final multiple-choice exam is a 50-question exam that is designed to evaluate learners' understanding and mastery of the core concepts covered throughout this course. The exam assesses both foundational knowledge and the ability to apply that knowledge. Students will be given 1.5 hours to complete during exam time.

4. Lab Skills

The purpose of this assignment is to ensure learners' understanding and competency of skills. Learners must competently demonstrate each skill in the Course 4 Lab Skills Checklist, in-person to the instructor, in order to pass the course. All skills must be demonstrated and signed off as competent by the course instructor.

5. High Impact Consolidation Lab

The purpose of this activity is to help learners deepen their understanding of the role and responsibilities of an HCA through hands-on experiences and enhance their skills by working on real-world scenarios. This lab will also foster collaborative learning and provide valuable feedback for continuous improvement. All learners are expected to actively participate in the high impact consolidation lab. Learners are expected to work collaboratively with all members of their health care team. Learners must competently demonstrate the required skills within the scenario in order to pass the course.

GRADING CRITERIA:

Alpha Grade	4-point Equivalent	Percentage Guidelines	Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	95-100	C+	2.3	67-69
A	4.0	85-94	C	2.0	63-66
A-	3.7	80-84	C-	1.7	60-62
B+	3.3	77-79	D+	1.3	55-59
B	3.0	73-76	D	1.0	50-54
B-	2.7	70-72	F	0.0	00-49

**** 70% or a B- is required to pass this course****

COURSE SCHEDULE/TENTATIVE TIMELINE:

Week	Modules Covered in Lecture	Modules Covered in Lab
Week 1	Orientation day/ No class	Lab Expectations & start Module 1
Week 2	Module 1 & Start Module 2	Module 1
Week 3	Module 2 & Start Module 3	Module 1
Week 4	Module 3	Module 1 + Module 2
Week 5	Module 3	Module 2 + Module 3
Week 6	Module 3 In-class assignment	Module 3
Week 7	Module 4	Module 3 + Module 4
Week 8	Module 4 & start Module 5	Module 4
Week 9	Module 5 & In-class assignment	Module 4 + Module 5
Week 10	Module 5 & start module 6	Module 5 + Module 6 + module 7
Week 11	Module 6 & Start 7 (Independent)	Fall Break
Week 12	Module 7	Module 8 (High Impact Lab)
	Final Exam Nov 24th 2026	

***Tentative/Subject to change. Please see D2L page for further breakdown.**

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](#)

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.

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