

HE141

Working Safely and Effectively as a Health Care Aide

2 Credits

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HE141 Version: 7



Working Safely and Effectively as a Health Care Aide

Calendar Description

This course is designed to inform students the importance of their roles within the Health Care disciplines and facilities.

Rationale

This is a required course for a Health Care Aide. As a support worker you are involved with client care at a basic hands-on level.

Prerequisites

None

Co-Requisites

None

Course Learning Outcomes

Upon successful completion of this course, students will be able to

1. Role of the Health Care Aide

Introduction

This module introduces you to the exciting and challenging role of being a health care aide in the province of Alberta.

You will learn many things about your chosen field of work including how we define and determine individual health, the importance of family and the role it plays in a client's life; the importance of promoting client wellness and independence; and the recognition of culture, religion, health beliefs, and personality on an individual's response to changes and challenges. Most exciting of all, you will be introduced to the "I CARE" model which has been developed specifically for training health care aides in Alberta.

General Learning Outcomes

1. Examine concepts of health and wellness and of illness and disability.

2. Examine health within the context of the Canadian health-care system and the Canada Health Act.
3. Describe the role, responsibilities, and unique contributions of the HCA to the health of clients across a variety of workplace settings.
4. Explain the importance of the helping relationship within the role of the HCA.
5. Describe the importance of respect for culture and diversity.
6. Examine health-care ethics within the role of HCA.
7. Develop skill in self awareness.
8. Examine lifelong learning and continuing education within the role of the HCA.
9. Use terminology related to the HCA role and scope of practice.
10. Examine the HCA role and responsibility when applying the "I CARE" model.

2. Legislation

Introduction

Both the federal government (Government of Canada) and the provincial government (Government of Alberta) have created legislation to ensure that the rights and safety of health-care clients and health-care workers are protected.

In this module, the legislated Acts that affect both the client and the health-care worker are discussed and related to roles and responsibilities of the health care aide. By learning about these acts and applying them to your everyday work, you will ensure you have done all you can to keep yourself and your clients safe.

The information found in this module is some of the most important you will learn during your HCA training. The philosophy of health care is that all health-care workers are responsible for completing their assignments in the safest, most competent way possible and are accountable for their actions...by studying and understanding the legislation that guides the care of residents in Canada, and specifically in Alberta, you will have a firm foundation on which to base your actions and decisions made in the provision of care to the clients you serve.

It is your responsibility to be aware of and fully informed about legislations related to the work you do. You should attend all information sessions and in-services your employer may offer when legislation is changed or updated.

These legislations protect both the client and you, the employee. A competent health-care worker is familiar with these legislations and refers to them regarding client and worker rights. It is very important that you seek clarification about how legislation is applied in your workplace and in the care of your clients. Often, workplace policies and procedures are developed in response to legislation. A number of health-care professionals on the health-care team can assist you with any questions concerning the interpretation and application of these legislations.

General Learning Outcomes

1. Demonstrate knowledge of the legislation that governs health care in Alberta and how that legislation relates directly to the HCA role, responsibilities, and scope of practice in the province of Alberta.
2. Apply the "I CARE" model to legislation governing the health care aide role, responsibilities, and scope of practice in the province of Alberta.

3. Function Effectively as a Team Member

Introduction

A vital role of the HCA is being a contributing member of the health-care team. The HCA learns valuable information during client care and shares that information with other members of the health-care team, contributing to a safe plan of care for the client. Documenting on the client chart, reporting to supervisors, and participating in team meetings are all communication methods by which client information is shared. As a member of the health-care team, the HCA must work closely with clients and families, be organized, and be able to make decisions and solve problems, keeping the client as the central focus of all care decisions.

General Learning Outcomes

1. Describe the importance of interdisciplinary teams within the health-care system.
2. Examine the assignment of tasks to the HCA within the health-care team.
3. Examine the care planning process in facilities and community-based settings.
4. Examine time management, decision making, and problem-solving within the role of the HCA.
5. Examine the HCA role and responsibility when applying the “I CARE” model within the team care-planning process.

4. Environmental Safety

Module Introduction

The HCA is responsible for identifying, managing, and preventing potential environmental hazards in facilities and community-based settings. The HCA identifies the dangers that can cause risk for client harm, manages environmental hazards to minimize harm, and performs actions to prevent risk of harm. This module highlights how the HCA can identify, manage, and prevent various environmental hazards. When the HCA correctly identifies, manages, and prevents hazards, environmental safety is achieved for the client.

General Learning Outcomes

1. Examine principles of environmental safety in facilities and community-based settings.
2. Examine infection prevention and control principles.
3. Describe the role and responsibilities of the HCA in preventing the spread of infection.
4. Examine the HCA role and responsibilities when applying the “I CARE” model to environmental safety.
5. Demonstrate best practice principles for hand hygiene, applying personal protective equipment, and caring for supplies and equipment.

5. Client Safety

Introduction

The HCA is responsible for a client’s overall safety. This module addresses how the HCA can minimize risks and harm from accidents and injuries. It also focuses on the role of the HCA following accidents and injuries.

General Learning Outcomes

1. Examine the principles of client safety.

2. Examine the HCA role and responsibilities when applying the “I CARE” model to client safety.
3. Demonstrate best practice principles when applying restraints.

6. Self-Care and Safety

Introduction

The HCA is responsible for his/her own health and safety in order to provide and maintain safe care for clients. The health and safety of the HCA directly influences client care because you must care for yourself first before you can care for others. This module covers topics on how the HCA can stay healthy and safe.

General Learning Outcomes

1. Examine principles of body mechanics.
2. Examine personal safety and the impact of personal safety on the HCA in the workplace.
3. Examine the effects of fatigue on shift workers.
4. Examine stress, burnout, and stress management and the impact of each on the HCA in the workplace.
5. Examine aggression, bullying, and harassment and the impact of each on the HCA in the workplace.

Resource Materials

Required Text(s):

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

Kelly, R., Sorrentino, S., Remmert, L, Wilk, M. & Schuh, D. (2013). *Workbook to accompany Mosby’s Canadian textbook for the support worker* (3rd Canadian ed. Revised Reprint). Toronto, ON: Elsevier Canada.

Course Modules

Reference Text(s):

None

Conduct of Course

The course material follows Alberta Government Provincial Curriculum.

This course is based on a lecture format including guest presenters and videos. Labs provide opportunities for skill development that are necessary for future job performance.

Evaluation Procedures

Quizzes/Assignments	50%
Final Exam	40%
Lab	10%

Grade Equivalents and Course Pass Requirements

A minimum grade of B- (70%) is required to pass this course and an overall G.P.A. of 2.70 to meet graduation requirements.

Letter	F	B-	B	B+	A-	A	A+
Percent Range	0-69	70-74	75-79	80-84	85-89	90-94	95-100
Points	0.00	2.70	3.00	3.30	3.70	4.00	4.00

Attendance

Regular attendance is essential for success in any course. Absence for any reason does not relieve a student of the responsibility of completing course work and assignments to the satisfaction of the instructor. More than four (4) absences per course, per semester, may result in probation. Further absences may result in suspension from the program.

In cases of repeated absences due to illness, the student may be requested to submit a medical certificate. *Instructors have the authority to require attendance in classes.*

Course Units/Topics

1. Role of the Health Care Aide
2. Legislation
3. Being a Team Member of HCA within the Health Care Setting
4. Environmental Safety at the Employment Site
5. Client Safety at the Employment Site
6. Self-Care and Safety of Self



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