

HS183
Personal Assistance Awareness

3 Credits

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HS183 Version: 4



Personal Assistance Awareness

Calendar Description

This course provides the human services worker with an introduction to personal assistance procedures. Students are exposed to various medical procedures and personal care skills that may be used to support children, youth and adults with disabilities across a variety settings.

Rationale

This is a required course for the Disability Studies students. Human services workers will encounter a variety of disabling conditions that require specialized care such as tube feeding clients and using lifts and transfers to move clients. Students require a basic knowledge of a variety of procedures that may be used to assist individuals in their daily life.

Prerequisites

None

Co-Requisites

None

Course Learning Outcomes

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

1. define personal assistance and the priorities of personal care.
2. describe the principles and practices of standard precautions such as hand washing and using gloves.
3. explain the importance of personal hygiene and some of the procedures to assist or do oral hygiene, bathing, and perineal and menstrual care to others.
4. identify the care and safety in diapering children and adults, assisting them to void in a commode or adapted toilet, and assisting them in their use of a catheter and ostomy pouches.
5. demonstrate awareness of techniques to assist or to groom others including hair care, shaving, and the care of nails and feet.
6. describe how to assist or to dress and undress clients.
7. explain the role in assisting someone to eat or in feeding them more directly.

8. identify the signs and symptoms of aspiration and regurgitation and some of the steps to minimize aspiration and regurgitation problems.
9. explain the purpose of enteral nutrition (tube feeding) and the general steps to feeding a person through a feeding tube.
10. explain the purpose and rules of using good body mechanics when lifting objects or people.
11. identify comfort and safety measures for assisting clients to change positions by using a variety of physical lifts or transfers including the use of transfer belts and mechanical lifts.
12. explain the safe usage of transfer belts, walking aids and wheelchairs to increase the mobility of people under his/her care.
13. describe the complications of limited movement and strategies to deal with them such as doing range-of-motion exercises, positioning in a variety of different supporting equipment and the use of splints or braces.
14. define rehabilitation and its goals, and explain the role the human services worker may have in the rehabilitation process.
15. describe some of the steps to prevent and treat pressure ulcers in clients with restricted movement capabilities.
16. explain his/her role in assisting or giving medications to clients and the general guidelines that should be followed.
17. describe the care and assistance that may be required by clients who require the administration of oxygen or who may use a tracheostomy to breathe.
18. explain his/her role in home management including cleaning the home, doing laundry, making beds and food handling safety.

Resource Materials

Required Text:

Sorrentiono, S. A. (2004). *Mosby's Canadian textbook for the support worker* (1st Can. ed.).

Toronto, ON: Elsevier Canada.

Reference Text:

None

Conduct of Course

This course includes lectures, discussions, demonstrations, PowerPoint presentations and videos to provide an awareness of the personal assistance that a human services worker may be required to provide to clients. Additional reference materials may supplement the text.

Evaluation Procedures

Students are expected to complete both exams and the assignment plus actively participate in the class activities and demonstrations. Points are accumulated to a possible maximum of 100 points according to the following scale:

Participation in classroom activities and demonstrations	5 points
Midterm exam	30 points
Final exam	30 points
Presentation to Class	<u>35 points</u>
TOTAL	100 points

Grade Equivalents and Course Pass Requirements

A minimum grade of D (50%) (1.00) is required to pass this course.

Letter	F	D	D+	C-	C	C+	B-	B	B+	A-	A	A+
Percent Range	0-49	50-52	53-56	57-59	60-64	65-69	70-74	75-79	80-84	85-89	90-94	95-100
Points	0.00	1.00	1.30	1.70	2.00	2.30	2.70	3.00	3.30	3.70	4.00	4.0

Students must maintain a cumulative average grade of C (GPA - Grade Point Average of 2.00) in order to qualify to graduate.

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. If a student is absent for 10% of the course, he/she is placed on a learning plan. If a student is absent for 20% of the course, he/she is placed on 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. Introduction to Personal Assistance
 - a. Definition
 - b. Priorities of personal care
 - c. Relationship between caregiver and client
 - d. Learned helplessness

2. Personal and Client Hygiene
 - a. Standard precautions
 - b. Oral hygiene
 - c. Bathing
 - d. Perineal and menstrual care
 - e. Urinary and bowel elimination
3. Grooming and Dressing
 - a. Hair care
 - b. Shaving
 - c. Care of nails and feet
 - d. Dressing
4. Feeding
 - a. Oral feeding
 - b. Aspiration and regurgitation
 - c. Enteral feeding
 - d. Oral stimulation
5. Lifts, Transfers and Repositioning
 - a. Good body mechanics
 - b. Physically lifting clients to reposition
 - c. Using mechanical lifts to reposition
 - d. Assisting weight-bearing clients to transfer and reposition
 - e. Assisted mobility (transfer belts, walking aids and wheelchairs)
6. Rehabilitation
 - a. Definition and goals of rehabilitation
 - b. Role of the human services worker
 - c. Devices to aid in self-care
 - d. Complications of limited movement capabilities
 - e. Strategies to compensate for limited movement
7. Medications and Artificial Airways
 - a. Assisting with or administering medications
 - b. Different forms of medications
 - c. Guidelines for handling medications
 - d. Oxygen administration
 - e. Tracheostomy care
8. Home Management
 - a. Cleaning the home
 - b. Doing laundry
 - c. Making beds
 - d. Food handling safety
 - e. Shopping for groceries and other necessities



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