

Area of Interest: Health Sciences

Personal Support Worker

Ontario College Certificate

1 Year

Ottawa Campus

Academic Year: 2020/2021

Program Code: 6307X01FWO

Our Program

Make a difference in the lives of others.

The Personal Support Worker Ontario College Certificate program prepares you for immediate work in healthcare. This two-semester program provides you with the knowledge and practical skills to work as a care provider in a range of healthcare settings.

Develop the ability to engage with persons and families of various ages and health-related needs to promote healthy living. Learn how to assist clients with their daily personal care needs, such as bathing, dressing, grooming, and toileting. In your career, you help those who need assistance to remain as independent as possible.

Through theory, lab practice and clinical/community experiences, learn how to deliver person-centred care, encourage independence and improve the quality of life for your clients.

Participate in clinical experiences, where you focus on the various skills needed to succeed in the field. In these clinical placements, you demonstrate your knowledge and expertise and learn about applying different concepts to real-world environments. These clinical experiences provide you with the opportunity to continue learning as a student member of a healthcare team.

After graduating, you may find employment as a Personal Support Worker. In this role, you work under the supervision of Registered Nurses and/or Registered Practical Nurses in:

- retirement homes
- long-term care facilities
- home-care agencies, and
- hospitals
-

SUCCESS FACTORS

This program is well-suited for students who:

- Enjoy the challenges of working with individuals of all ages and cultural backgrounds.
- Possess good communication and interpersonal skills.
- Enjoy working with others as a member of a team.
- Are willing to meet the needs of an aging population.
- Possess the ability to handle physically and emotionally demanding situations.
- Possess basic computer skills (Microsoft Word, use of email, website navigation).
- Possess strong time management and organizational skills.

Employment

Graduates may find employment as personal support workers functioning under the supervision of Registered Nurses and/or Registered Practical Nurses in retirement homes, long-term care facilities, community health agencies and acute-care settings.

Learning Outcomes

The graduate has reliably demonstrated the ability to:

- Work within the personal support worker role in community, retirement homes, long-term care homes and/or hospital-care settings in accordance with all applicable legislation and employer`s job description, policies, procedures and guidelines.
- Act responsibly and be accountable for own actions while recognizing the boundaries of knowledge and skills within the personal support worker role that require collaboration with the clients, families, supervisors and/or other members of the interprofessional care/service team.
- Participate as a member of the inter-professional care/service team and maintain collaborative working relationships in the provision of supportive care in community, retirement homes, long-term care homes and/or hospital- care settings.
- Provide client-centred and client-directed care that is based on ethical principles, sensitive to diverse client and family values, beliefs and needs, and which follows the direction of the plan of care/service plan.
- Establish and maintain helping relationships with clients and their families reflecting open communication, professional boundaries, employer`s policies and adhering to confidentiality and privacy legislation.
- Identify relevant client information using basic assessment and communication skills and report and document findings in accordance with the requirements of employer policies and procedures and all applicable legislation.
- Promote and maintain a safe and comfortable environment for clients, their families, self and others including the implementation of infection prevention and control measures and emergency first aid procedures that are in keeping with the plan of care/service plan, employer policies and procedures, and all applicable legislation.
- Assist clients across the lifespan with routine activities of daily living by applying basic knowledge of growth and development, common alterations in functioning, disease prevention, health promotion and maintenance, rehabilitation and restorative care.
- Assist clients with medication in keeping with the direction of the plan of care/service plan and under the direction and monitoring of a regulated health professional or most accountable person and in accordance with all applicable legislation and employer`s policies.
- Assist with household management tasks and instrumental activities of daily living in accordance with the plan of care/service plan and considering the preferences, comfort and safety of clients, families and significant others.
- Assist clients who are caring for dependent individuals considering client and family choices, professional boundaries and the direction of the plan of care/service plan.
- Identify and report situations of neglect, and potential, alleged or witnessed/actual incidents of abuse, and respond in accordance with all applicable legislation and employer`s policies and procedures.
- Assist in the provision of culturally relevant palliative and end-of-life care to clients experiencing life threatening illness and to their families and significant others, from diagnosis through death and bereavement, and in accordance with clients` choices and the plan of care/ service plan.
- Use identified approaches and best practices to support positive and safe behaviour in clients experiencing cognitive impairment, mental health challenges and/or responsive behaviours.

- Identify and apply discipline-specific practices that contribute to the local and global community through social responsibility, economic commitment and environmental stewardship.

Program of Study

Level: 01	Courses	Hours
ENL1813S	Communications I	42.0
HLT0302	Lab Skills for the Personal Support Worker	85.0
HLT0303	Clinical Placement I	70.0
HLT0338	Introduction to Health Care Provision	33.0
HLT0343	The Brain and the Mind I	27.0
HLT0347	The Human Body	33.0
PSY5609	Introduction to Psychology	42.0
Level: 02	Courses	Hours
HLT0305	Advanced Theory for the Personal Support Worker	45.0
HLT0306	End of Life Care	27.0
HLT0308	Advanced Lab Skills for the Personal Support Worker	54.0
HLT0309	Clinical Placement II	70.0
HLT0346	The Brain and the Mind II	27.0

Fees for the 2020/2021 Academic Year

Tuition and related ancillary fees for this program can be viewed by using the Tuition and Fees Estimator tool at <https://www.algonquincollege.com/fee-estimator>.

Further information on fees can be found by visiting the Registrar's Office website at <https://www.algonquincollege.com/ro>.

Fees are subject to change.

Additional program related expenses include:

Books and supplies cost approximately \$600 for the program duration and can be purchased in the campus bookstore. Uniforms and shoes cost approximately \$200.

Admission Requirements for the 2021/2022 Academic Year

College Eligibility

- Ontario Secondary School Diploma (OSSD) or equivalent. Applicants with an OSSD showing senior English and/or mathematics courses at the Basic Level, or with Workplace or Open courses, will be tested to determine their eligibility for admission; OR
- Academic and Career Entrance (ACE) certificate; OR
- General Educational Development (GED) certificate; OR
- Mature Student status (19 years of age or older and without a high school diploma at the start of the program). Eligibility may be determined by academic achievement testing for which a fee of \$50 (subject to change).

Program Eligibility

- English, Grade 12 (ENG4C or equivalent).
- Applicants with international transcripts must provide proof of the subject specific requirements noted above and may be required to provide proof of language proficiency.

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- IELTS-International English Language Testing Service (Academic) Overall band of 6.0 with a minimum of 5.5 in each band; OR TOEFL-Internet-based (iBT) Overall 80, with a minimum of 20 in each component: Reading 20; Listening 20; Speaking 20; Writing 20.

Should the number of qualified applicants exceed the number of available places; applicants will be selected on the basis of their proficiency in English.

Admission Requirements for 2020/2021 Academic Year

College Eligibility

- Ontario Secondary School Diploma (OSSD) or equivalent. Applicants with an OSSD showing senior English and/or mathematics courses at the Basic Level, or with Workplace or Open courses, will be tested to determine their eligibility for admission; OR
- Academic and Career Entrance (ACE) certificate; OR
- General Educational Development (GED) certificate; OR
- Mature Student status (19 years of age or older and without a high school diploma at the start of the program). Eligibility may be determined by academic achievement testing for which a fee of \$50 (subject to change).

Program Eligibility

- English, Grade 12 (ENG4C or equivalent).
- Mathematics Grade 11 or 12 (MAP4C or equivalent) is recommended.
- Biology Grade 11 or 12 is recommended.
- International applicants must provide proof of the subject specific requirements noted above along with proof of either: (IELTS / TOEFL) IELTS-International English Language Testing Service (Academic) Overall band of 6.0 with a minimum of 5.5 in each band; OR TOEFL-Internet-based (iBT) Overall 80, with a minimum of 20 in each component: Reading 20; Listening 20; Speaking 20; Writing 20.
- Applicants with international transcripts must provide proof of the subject specific requirements noted above and may be required to provide proof of language proficiency.

Should the number of qualified applicants exceed the number of available places; applicants will be selected on the basis of their proficiency in English.

Application Information

PERSONAL SUPPORT WORKER Program Code 6307X01FWO

Applications to full-time day programs must be submitted with official transcripts showing completion of the academic admission requirements through:

ontariocolleges.ca
60 Corporate Court
Guelph, Ontario N1G 5J3
1-888-892-2228

Students currently enrolled in an Ontario secondary school should notify their Guidance Office prior to their online application at <http://www.ontariocolleges.ca/>.

Applications for Fall Term and Winter Term admission received by February 1 will be given equal consideration. Applications received after February 1 will be processed on a first-come, first-served basis as long as places are available.

International applicants please visit this link for application process information: <https://algonquincollege.force.com/myACint/> .

For further information on the admissions process, contact:

Registrar`s Office
Algonquin College
1385 Woodroffe Ave
Ottawa, ON K2G 1V8
Telephone: 613-727-0002
Toll-free: 1-800-565-4723
TTY: 613-727-7766
Fax: 613-727-7632
Email: <mailto:AskUs@algonquincollege.com>

Additional Information

Programs at Algonquin College are Bring Your Own Device (BYOD). To see the BYOD requirements for your program, please visit: <https://www7.algonquincollege.com/byod/> .

This full-time program is also offered on the Pembroke, Perth, Perley and Rideau Veterans Health Centre and Glebe Centre Campuses. While the learning outcomes at the Pembroke, Perth, Woodroffe, Perley and Rideau Veterans Health Centre and Glebe Centre Campuses are the same, the curriculum order and subject delivery are reflective of the local circumstances which can affect program delivery.

A current Standard First Aid and CPR Level C certificate is required prior to clinical placement.

Police Records Check Documentation:

Successful completion of clinical placement is a requirement for graduation from the Personal Support Worker program. Agencies that provide placement opportunities require you to have a clear Police Records Check for Service with the Vulnerable Sector (PRCSVS). Your acceptance for placement is at the discretion of the agency. If you register in the program without a clear PRCSVS and as a result are unable to participate in placement, you will not be eligible to graduate.

Clinical Placement Eligibility:

To be eligible for placement, you must submit proof of a clear PRCSVS, which will be retained on your departmental file and used only for purposes related to your placement. You will be required to disclose the contents of the PRCSVS, including all notations, to the placement agencies.

It is your responsibility to obtain the PRCSVS from your local Police Department prior to the deadline identified by your Department and to pay any associated costs. It may take a long time to obtain this documentation; submit your application as early as possible. Should you require further information, contact the Program Coordinator or Academic Chair.

Prior to clinical experience you are required to submit a completed Health Assessment Form and/ or an Immunization Form, in order to comply with the legislation and regulations of the institutions which offer field placements or clinical experiences.

Flu Vaccine Recommended. Please note:

- In the event of an influenza outbreak, learners will be allowed to work on the outbreak unit if they show proof of their influenza vaccination and it is a well- matched year.
- If the outbreak is a vaccine mismatch, learners will be allowed to work on the outbreak unit if they show proof of influenza vaccination and taking antiviral medication such as Tamiflu for the duration of the outbreak. The management and monitoring of Tamiflu for learners will be done by Algonquin College for the duration of the outbreak. Learners will be required to show proof.
- If a learner has not received the flu vaccine at least 2 weeks before the outbreak is declared, then the learner will need to supplement with Tamiflu until either: 1) it reaches 2 weeks since the vaccine was given, or 2) the outbreak declared over. Placements will not accommodate moving the learner to another unit during an outbreak.
- If a learner refuses Tamiflu and has been considered exposed, the learner cannot work in any clinical area for 72 hrs.

- As other placement accommodations will not be made if a learner does not have the flu shot, and is on a unit with an outbreak, the learner accepts the risk of reduced clinical hours, with potential impact on successful completion of clinical placement.

Clinical placements receive large numbers of health science students and there may be times during your program of study that require you to attend weekend and evening clinical experiences.

The following courses must be successfully completed before proceeding to Clinical Placement I (HLT0303): HLT0338, HLT0347, HLT0302, and HLT0343.

The following courses must be successfully completed before proceeding to Clinical Placement II (HLT0309): HLT0338, HLT0347, HLT0302, HLT0303, HLT0343, HLT0346, HLT0305, HLT0306, HLT0308.

The following courses must be successfully completed before proceeding to Consolidation Placement (HLT0310): ENL1813S, HLT0338, HLT0347, HLT0302, HLT0303, HLT0343, HLT0346, HLT0305, HLT0306, HLT0307, HLT0308, HLT0309 and PSY5609.

For more information contact Kerri-Ann Joice, Program Coordinator, at 613-727-4723 ext. 5362 or email <mailto:joicek@algonquincollege.com>.

Course Descriptions

ENL1813S Communications I

Communication remains an essential skill sought by employers, regardless of discipline or field of study. Using a practical, vocation-oriented approach, students focus on meeting the requirements of effective communication. Students practise writing, speaking, reading, listening, locating and documenting information, and using technology to communicate professionally. Students develop and strengthen communication skills that contribute to success in both educational and workplace environments.

Prerequisite(s): none
Corequisite(s): none

HLT0302 Lab Skills for the Personal Support Worker

Personal support workers enable persons and/or families to meet their physical needs in relation to activities of daily living. Theory related to practical skills is provided via in-class and mobile learning technologies. Practical lab learning experiences support the integration of theory into practice by developing the psychomotor skills and professional expectations required to support persons, families and communities in living healthy. Learners engage in hands-on activities through case studies and skill acquisition activities.

Prerequisite(s): none
Corequisite(s): HLT0338 and HLT0343 and HLT0347

HLT0303 Clinical Placement I

Personal support workers interact with persons across the lifespan to promote health and provide person centered care. Learners apply basic therapeutic communication, safety principles, client observations and basic care interventions during this course. Learners gain experience working and collaborating with the inter-professional health-care team to implement a client plan of care. Through a supervised practical experience this course provides the student with an opportunity to apply the principles of personal care and documentation with the emphasis on the needs of individual clients.

Prerequisite(s): HLT0302 and HLT0338 and HLT0343 and HLT0347
Corequisite(s): none

HLT0305 Advanced Theory for the Personal Support Worker

Personal support workers assist people across the lifespan with routine activities of daily living,

including assisting persons and/or families with medication in accordance with the plan of care. Knowledge of pathophysiology and pharmacology enables the learner to recognize the needs of persons living with differing health challenges to promote healthy living, rehabilitation and restorative care. Learners are exposed to a variety of learning-teaching methods, such as lecture, case studies, online and interactive activities.

Prerequisite(s): HLT0302 and HLT0303 and HLT0338 and HLT0343 and HLT0347
Corequisite(s): HLT0306 and HLT0308 and HLT0346 and PSY5609

HLT0306 End of Life Care

The promotion of comfort and relief from suffering (symptom management) are important aspects when caring for terminally ill persons and/or families. Students examine principles of pain, physical and psychological comfort measures, promotion of independence, theories of grief, implications for home care and the final physical aspects of dying including grieving processes. Religious and cultural aspects are also explored. Activities implementing a variety of therapeutic activities to enhance quality of life, implications of stress on the patient and family, and support systems are also addressed through lectures, case studies, online and interactive learning methods.

Prerequisite(s): HLT0302 and HLT0303 and HLT0338 and HLT0343 and HLT0347
Corequisite(s): HLT0305 and HLT0308 and HLT0346

HLT0308 Advanced Lab Skills for the Personal Support Worker

Practical experience working directly with simulated environments allows students to broaden and deepen their integration of theory with professional practice in providing client service and care. Learners practice essential skills, such as documenting vital signs, measurement of height and weight, elimination care, assisting with medications, and care of a client with enteral feeds, infusion therapy, wound care and/or oxygen therapy. Learners also practice the care of children including bathing, diapering and supporting nutrition. Within a simulated environment, learners practice administering care within a variety of scenarios, such as maternal newborn and palliative care.

Prerequisite(s): HLT0302 and HLT0303 and HLT0304 and HLT0338 and HLT0343 and HLT0347
Corequisite(s): HLT0305 and HLT0306 and HLT0346

HLT0309 Clinical Placement II

Personal support workers continue to demonstrate their knowledge and skills caring for medically complex persons across the lifespan to promote quality of life. Learners focus on health promotion, health maintenance, prevention and rehabilitation and restorative care demonstrating increased independence. Learners recognize and apply concepts of the disease process and the impact on quality of life, report and document relevant changes in health. A supervised practical experience provides learners with an opportunity to continue learning as a student member of the inter-professional health-care team.

Prerequisite(s): HLT0302 and HLT0303 and HLT0305 and HLT0306 and HLT0308 and HLT0338 and HLT0343 and HLT0346 and HLT0347
Corequisite(s): none

HLT0338 Introduction to Health Care Provision

The personal support worker's role is to assist in the care and physical well-being of their clients in collaboration with the health-care team. The role and practice of the personal support worker (PSW) in relation to the inter-professional health-care team is introduced. Learners examine the impact of policies, legislation, and regulations across all levels of government on the role of the health-care provider. Students also examine the impact of cultural and family systems on the delivery of services and care. In-class and/or online learning activities, such as lectures, case studies, discussions and assignments focus on exploring the roles and relationships between health-care providers.

Prerequisite(s): none
Corequisite(s): HLT0302 and HLT0304 and HLT0343 and HLT0347

HLT0343 The Brain and the Mind I

Personal support workers care for persons and/or families living with a variety of brain-related challenges. Learners explore best practices to promote safe ways of interacting with persons experiencing dementia, responsive behaviors and stroke. Learners explore changes in client perception including memory, judgement, organization, language and motor skills and best practices to support healthy living. A variety of online and/or in-class learning-teaching methods, such as lectures, case studies, group work, workshops and presentations enable the learner to gain the knowledge to promote healthy living for persons and/or families affected by brain related challenges.

Prerequisite(s): none
Corerequisite(s):none

HLT0346 The Brain and the Mind II

Personal support workers care for persons and/or families living with a variety of brain-related challenges. Learners explore best practices to promote safe ways of interacting with persons experiencing traumatic brain injuries and mental health challenges. Learners explore changes in client perception including memory, judgement, organization, language and motor skills and best practices to support healthy living. A variety of online and/or learning-teaching methods, such as lectures, case studies, group work, workshops and presentations enable the learner to gain the knowledge to promote healthy living for persons and/or families affected by brain-related challenges.

Prerequisite(s): none
Corerequisite(s):none

HLT0347 The Human Body

Familiarity with human biology is essential to health care providers. Learners focus on body structures and functions identifying the normal stages of growth and development as it pertains to persons of diverse ages and abilities. Integration of all body systems in maintaining normal human functioning, medical and anatomical terminology are explored through in-class and/or online learning activities, such as lectures, discussions, quizzes and assignments.

Prerequisite(s): none
Corerequisite(s):HLT0302 and HLT0338 and HLT0343

PSY5609 Introduction to Psychology

With its applications to behaviour and personality, psychology extends its reach into many aspects of our personal lives. The broad applications of this social science in both an applied and theoretical context are premised on a number of fundamental principles. Students explore research that defines the current boundaries of the discipline and interact with a number of the foundational concepts that resonate throughout daily life and popular culture. Focus is on differing schools of thought in psychology.

Prerequisite(s): none
Corerequisite(s):none