HCA-102 – Introduction to Practice

Health and Human Services

Effective Term & Year: Fall 2024
Course Outline Review Date: 2029-03-01

Program Area: Health

Description:

This course provides an introduction to the role of the HCA within the British Columbia health care system. Students are introduced to the health care team and the roles and functions of the HCA within the team. Students also have opportunities to develop self-reflective skills required for competent practice and will be introduced to effective job-finding approaches.

Program Information:

This course is one of the seven courses offered in the first semester of the Health Care Assistant Program. Satisfactory completion of this course is required to progress into Semester 2 of the program.

Delivery Methods: On-campus (Face-to-Face), Online

Credit Type: College of the Rockies Credits

Credits: 3

Instructional Activity and Hours:

Activity	Hours
Classroom, Directed Studies or Online Instruction	30
Seminar/Tutorials	
Laboratory/Studio	
Practicum/Field Experience	

Co-op/Work Experience	
Other	
Total	30

Course Requisites:

- Completed or concurrently enrolled in:
  - HCA101 – Concepts for Practice (4)
  - HCA103 – Interpersonal Communications (3)
  - HCA104 – Lifestyle and Choices (3)
  - HCA105 – Common Health Challenges (4)
  - HCA106 – Cognitive and/or Mental Health Challenges (4)
  - HCA107 – Personal Care and Assistance (4)

Prior Learning and Recognition: No

Course Transfer Credit:

For information about receiving transfer credit for courses taken at either British Columbia or Alberta institutions, please see https://www.bctransferguide.ca/ or https://transferalberta.alberta.ca . For more transfer credit information, please visit https://www.cotr.bc.ca/Transfer

All requests for course transfer credit from institutions in British Columba or elsewhere should go to the College of the Rockies Enrolment Services office.

Textbook Resources:

Textbook selection varies by instructor and may change from year to year. At the Course Outline Effective Date the following textbooks were in use:

Wilk, M.J., Sorrentino, S.A., & Remmert, L.N. (2022). *Sorrentino's Canadian Textbook for the Support Worker.* 5th edition. Toronto, Canada: Elsevier.

COTROnline HCA 102

Please see the instructor's syllabus or check COTR's online text calculator https://textbook.cotr.bc.ca/ for a complete list of the currently required textbooks.

Learning Outcomes:

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

- discuss the roles and responsibilities of Health Care Assistants within the health care system in BC;
- discuss strategies to support the effective functioning of the health care team;
- apply self-reflection and self-appraisal processes in order to recognize and respond to own self-development needs as a care provider; and
- discuss the legal and ethical parameters of the HCA role and requirements for responsible and accountable practice. confidently conduct a job-search process.

Course Topics:

- Workplace Settings and Contexts
- Teamwork in Health Care Settings
- Legal and Ethical Issues
- Professional Approaches to Practice
- Self-reflective Practice
- Employability Skills

See instructor's syllabus for the detailed outline of weekly readings, activities and assignments.

Evaluation and Assessments

Assessment Type: On-Campus (face-to-face) and Online, or Hybrid

Assessment Type	% of Total Grade
Assignments	40%
Quizzes	40%
Final Exam	20%
Total	100%

Grade Scheme

A+	A	A-	B+	B	B-	C+	C	C-	D	F
>=95	94-90	89-85	84-80	79-75	74-70					<70

No pass requirements available.

Exam Attendance:

Students must attend all scheduled exams at the appointed time and place. Instructors may approve an alternate exam to accommodate an illness or personal crisis. Department heads will consider other written requests. Any student who misses a scheduled exam without prior approval will receive a “0” on the exam.

Academic Policies:

College of the Rockies policies related to courses can be found at https://cotr.bc.ca/about-us/college-policies/ and include the following:

- Policy 2.1.4 Course Audit
- Policy 2.4.1 Credential Framework
- Policy 2.4.3 Students with Documented Disabilities
- Policy 2.4.4 Student Rights, Responsibilities and Conduct
- Policy 2.4.8 Academic Performance
- Policy 2.4.9 Student Feedback and Concerns
- Policy 2.4.11 Storage of Academic Works
- Policy 2.5.3 Student Appeal
- Policy 2.5.5 Prior Learning Assessment and Recognition (PLAR)

Course Changes:

The College of the Rockies updates course outlines regularly to meet changing educational, employment and marketing needs. The instructor will notify students in writing of any updates to this outline during the semester. The instructor reserves the right to revise, add or delete material while meeting the learning outcomes of this course outline.