

Camosun College  
COMMUNITY SUPPORT AND EDUCATION ASSISTANT PROGRAM  
CSEA 120 Health and Wellness—Fall 2011

Instructor: Ros Giles-Pereira  
Office: WT 223  
Office Hours: As required  
Telephone: 370-3223  
Email: [pereira@camosun.bc.ca](mailto:pereira@camosun.bc.ca)  
Class Time: Tuesday 9:30-12:20  
Thursday 9:30-12:20  
Class Rooms: WT 101 (theory)  
WT 216 (lab)

**Textbooks/Resources:**

- Sorrento, Sheila, Mosby's Canadian Textbook for the Support Worker, (2nd Cdn. Ed.) Published by Elsevier Canada, Toronto, ON, 2008
- Meals and More, A Food and Nutrition Manual for Homes of Adults and Children with 24 Persons or Fewer in Care. Available online at [http://www.health.gov.bc.ca/library/publications/year/2008/Meals\\_and\\_More\\_Manual.pdf](http://www.health.gov.bc.ca/library/publications/year/2008/Meals_and_More_Manual.pdf)
- CSEA 120 Seizure Management Self Learning Module (purchase from bookstore)
- Basics of Medication Administration (purchase from bookstore)
- A medical dictionary of your choice may be helpful and is optional. Access to a computer is important to further your acquisition of knowledge and resources.

**Course Description:**

This course provides students with foundational skills and knowledge needed to support the health and wellness of people with disabilities and themselves. Students learn through theory and practice to provide safe, effective and respectful personal assistance including lifts and transfers, personal hygiene, nutrition, bathing, and positioning.

**Learning Outcomes:**

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

- 1) Provide safe, effective and respectful personal care assistance to children, youth and adults with disabilities.
  - a) Apply the principles of respectful caring to all aspects of personal assistance.
  - b) Use knowledge of basic anatomy and physiology to provide safe and effective personal assistance
  - c) Demonstrate best practices while assisting people with lifts and transfers, positioning, bathing, oral care, personal hygiene and peri care.
  - d) Apply professional health standards in all aspects of personal hygiene care and practice
  - e) Use equipment/adaptations that enhance independence and safety related to health and mobility safely.
- 2) Use appropriate resources and strategies to support the health and wellness of children, youth and adults with disabilities.
  - a) Describe a holistic approach to health and wellness and recognize the links between social, emotional and physical well being.
  - b) Identify health care professionals that can assist in the development and provision of health services to people with disabilities
  - c) Describe the role of the CSEA in an individual health care plan.
  - d) Demonstrate professional reporting and documentation skills related to health and safety protocols and issues.

- 3) Provide personal supports that meet the needs of individuals with specific health conditions
  - a) Provide safe and effective support to people with epilepsy, diabetes
  - b) Identify common sources/causes of infection and use standard precautions when supporting people with infectious conditions.
  - c) Use knowledge of nutrition to support individuals who experience difficulties with eating, swallowing and digestion.
  - d) Demonstrate the ability to safely and effectively deliver medications.
- 4) Describe the process of ageing and the effect of ageing on health and wellness
  - a) Describe the effects of ageing on individuals with select disabilities.
  - b) Describe the physical, emotional and cognitive changes associated with ageing.
  - c) Identify specific health concerns related to ageing.

**Course Presentation:**

CSEA 120 is an interactive, hands-on course that uses a variety of teaching and learning modes: presentation of information by instructor, discussion, group process, self-reflective learning, self-directed study, audio-visual, and practice in lab setting.

**Assignments and Evaluation of Learning:**

Your success in meeting the learning outcomes will be assessed as follows:

Exam #1	30%
Exam #2	30%
Basics of Medications (80% required to pass)	25%
Lab Skill Check	P/F
Participation (Classroom and lab)	15%

Grades will be assigned according to Camosun's grading policies.

**\*All** exams must be written to meet the requirements of this course. A minimum grade of 60% in each of Exam #1 and Exam #2 and 80% in the Basics of Medications exam is required for successful completion of CSEA 120; the Participation mark will only be counted if the total of all exam marks is equal to or greater than 60%\*

Please refer to your CSEA Handbook for information regarding Exam Policies and Testing Procedures.

**The passing grade for CSEA 120 is 60% or "C".** Additionally, students **MUST** achieve a "Pass" in the Lab Skill Checks at the end of the semester in order to receive a passing grade in the course. This is regardless of the letter grade achieved in the academic portion of the course. **Attendance at each lab is mandatory.**

**Academic Integrity**

The School of HHS is committed to competence, professionalism and integrity in our students and developing their core skills to succeed throughout their academic programs and in their careers. The purpose of these guidelines is to provide clear expectations of appropriate academic conduct and to establish processes for discipline in appropriate circumstances. It is the student's responsibility to become familiar with the content and the consequences of academic dishonesty.

Camosun College's Plagiarism: Definition and Consequences Policy (E-2.5.1)

<http://camosun.ca/about/policies/education-academic/e-2-student-services-&-support/e-2.5.1.pdf>

**Important Dates:**

Exam #1	Tuesday, October 18
Exam #2	Tuesday, November 15
Exam #3 Basics of Medications Exam	Tuesday, November 29
Lab Skill Checks	December 6, 8

Please note that lab skill checks run until December 15<sup>th</sup>, 2011. Do not make any travel plans for the Semester Break until after this date.

**General Considerations:**

- Please arrive on time. The instructor will begin class on time. Consistent attendance and participation is critical for success. I would appreciate an email or voice mail from you if you are unable to attend a class.
- This course emphasizes experiential learning. Students are expected to attend all classes, complete all required readings in preparation for class and to participate in class discussions and activities.
- Adhere to the dress code for the lab: wear shoes that have closed toes and heels and clothing that allows you to move freely and comfortably but dress professionally. Cell phones are **not** permitted in the lab at any time unless prior arrangement has been made with the instructor. Eating and drinking is not allowed in the lab.
- The mannequins and medical equipment in the lab are very expensive to buy and replace. Please treat them with respect and please take a few minutes to tidy up after every lab session!

**Preparation:**

Your Mosby textbook is an excellent resource and you should be able to do a significant portion of your prep with this text. There are several topics in CSEA 120 that will require you to seek out additional information to what you will find in the text. You may be provided with some information by the instructor (either by PowerPoint, email, D2L or hand-out for you to copy) but you will be **expected** to look to additional resources for the information that you will need. There is an excellent selection of texts and references available to you in the library as well as validated information that can be found on the internet.

**Participation Mark:**

As noted, 15% of your final grade will be determined by your participation in both the classroom and lab. The following are some examples of the criteria that will be considered when this grade is being calculated:

- Arriving on time, returning from breaks on time and staying until the end of the class/lab
- Coming to class prepared and well researched for the topics being discussed
- Actively participating in lab sessions—not just “supervising” or “observing”
- Participating and contributing to classroom discussion; supporting the learning of others
- Being respectful of the ideas and opinions expressed by others and recognizing that everyone learns differently
- Refraining from disruptive behaviour i.e. background chatter, eating during class, using cell phones, texting, leaving classroom while class is in session, sleeping during class, etc
- Adhering to the classroom norms

## CSEA 120- Schedule of Classes and Labs (Fall 2011)\*

(\*Schedule is subject to change with availability of learning resources and class pace of learning)

Classroom WT 101; Lab WT 216; Viewing room, library

Additional readings/resources will be provided intermittently throughout the course through D2L.

All readings, videos, and any other assigned learning activities must be completed BEFORE class and lab experience.

week	DATE	TOPIC	PREPARATION
1	Sept 6-8	ORIENTATION WEEK	<i>Welcome!</i>
2	Sept 13 (Tues) 9:30-12:20	*Introduction to CSEA 120 *Health and Wellness for Self and Others *DIPPS and Holism *Infection Control  WT 101 (Theory)	<ul style="list-style-type: none"> <li>Review course outline</li> <li>Orient self to Mosby text</li> <li>Research in textbook on principles of providing compassionate care, holism, health and wellness</li> <li>Look at your own health habits; how healthy are you?</li> <li>Complete Medical Asepsis itinerary (attached to course outline) and review in textbook on Standard Precautions (practices) and handwashing</li> </ul>
	Sept 15 (Thurs) 9:30-12:20	*Review Standard precautions and hand washing  *Vital Signs  WT 101 & 216 (Theory & Lab)	<ul style="list-style-type: none"> <li>Review Standard Precautions, infection control and handwashing</li> <li>Research in your textbook on: vital signs (excluding blood pressures)</li> <li>Complete Vital Signs Itinerary (attached to course outline)</li> </ul> <p><b>Lab Activities:</b> Orientation to lab. Make yourself familiar with all of the equipment in the lab. Look at the hospital beds and learn how the side rails raise &amp; lower and the brakes go on &amp; off. Many of the beds are different. Do the same with the wheelchairs. Handwashing, gloving and proper glove removal, taking vital signs and recording data correctly.</p>
3	Sept 20 (Tues) 9:30-12:20	*Basic & Oral Hygiene  WT 101 (Theory)	<ul style="list-style-type: none"> <li>Research in your textbook on providing personal care and basic hygiene including oral care</li> </ul> <p>(Although we don't focus on body mechanics until later on in the course, we will discuss it briefly prior to Thursday's lab)</p>
	Sept 22 (Thurs) 9:30-12:20	*Basic and Oral Hygiene  WT 216 (Lab)	<p><b>Lab Activities:</b> Performing basic hygiene and discussion of other aspects of care i.e. shaving, make-up application and hairstyling.</p> <ul style="list-style-type: none"> <li>Bring a toothbrush, as you will be practicing oral care on each other</li> </ul>
4	Sept 27 (Tues) 9:30-12:20	* Urinary Elimination  WT 101 (Theory)	<ul style="list-style-type: none"> <li>Research in text on anatomy and physiology of the urinary system and on assisting clients with urinary elimination</li> </ul>

week	DATE	TOPIC	PREPARATION
4	Sept 29 (Thurs) 9:30-12:20	*Bowel Care  WT 101 (Theory)	<ul style="list-style-type: none"> <li>Review A&amp;P of the digestive system</li> <li>Research in text on assisting clients with bowel elimination</li> </ul>
5	Oct 4 (Tues) 9:30-12:20	* Urinary & Bowel Care  WT 216 (Lab Practice)	<b>Lab Activities:</b> <ul style="list-style-type: none"> <li>Positioning on commode, bedpan and removing pan safely</li> <li>Application of condom drainage</li> <li>Switch indwelling catheter from bedside drainage bag to leg bag while maintaining asepsis</li> <li>Male and female catheter care</li> <li>Emptying drainage bags and measuring urine output</li> <li>Review universal precautions in regard to bowel care</li> <li>Administration of suppositories and enemas and the correct documentation of the "results".</li> </ul>
	Oct 6 (Thurs) 9:30-12:30	* Basic Nutrition  WT 101 (Theory)	<ul style="list-style-type: none"> <li>Review in your textbook on the digestive system and the basic mechanisms of how we obtain nutrition from food.</li> <li>Research on the basics of nutrition and on assisting clients to eat</li> <li>Read: <b>Meals and More</b> (ministry booklet)</li> <li>Read: <b>It Takes Time to Eat</b> (booklet accompanying the video)</li> <li>Video: <b>It Takes Time To Eat</b>: TX 361 M3 (1988)</li> </ul>
6	Oct 11 (Tues) 9:30-12:20	* Assisting clients with nutritional challenges including alternative methods of eating (gastrostomies)  WT 101 (Theory)	<ul style="list-style-type: none"> <li>Research on care of the client with a gastrostomy</li> <li>(Gastrostomy Module posted on D2L)</li> </ul>
6	Oct 13 (Thurs) 9:30-11:20	*Infectious Diseases WT 101 (Theory)	<ul style="list-style-type: none"> <li>Research on head lice, scabies, conjunctivitis and impetigo</li> </ul>
7	Oct 18 (Tues) 9:30-12:20	<b>Exam #1</b> Will include all content up to and including <u>Gastrostomies</u> . (Infectious Diseases will NOT be on this exam.)	
	Oct 20 (Thurs) 9:30-12:20	* Diabetes WT 101 (Theory)	<ul style="list-style-type: none"> <li>Research on diabetes. You will need to go to resources other than your textbook for this.</li> </ul>

week	DATE	TOPIC	PREPARATION
8	Oct 25 (Tues) 9:30 - 12:20	*Basic Skin Care *Body Mechanics *Assisting with Positioning  WT 101 (Theory)	<ul style="list-style-type: none"> <li>Research on basic skin care</li> <li>Videos: <u>STABLE (#42)</u>, <u>Body Mechanics: The Science of Moving Safely (#39)</u>, <u>Using Principles of Body Mechanics (#36)</u></li> </ul>
	Oct 27 (Thurs) 9:30-12:20	*Lifts, Transfers and Positioning (Instructor Demo in Lab) WT 216	<ul style="list-style-type: none"> <li>Observe Instructor demonstrating lifts, transfers and positioning</li> </ul>
9	Nov 1 (Tues) 9:30-12:20	* Aging WT 101 (Theory)	<ul style="list-style-type: none"> <li>Research on the unique challenges faced by individuals with developmental disabilities as they age</li> <li>Research on dementia</li> </ul>
	Nov 3 (Thurs) 9:30-12:20	*Lifts, Transfers and Positioning WT 216 (Lab Practice)	<b>Lab Activities:</b> <ul style="list-style-type: none"> <li>In groups of three, practice one and two person transfers, mechanical lifts and positioning and repositioning in bed and in wheelchairs</li> </ul>
10	Nov 8 (Tues) 9:30-12:20	*Reporting & Documenting *Review of Seizure Management Self Learning Module WT 101 (Theory)	<ul style="list-style-type: none"> <li>Research on Care Plans, reporting and documenting in your textbook</li> <li>Read through Seizure Management Module and be prepared to discuss in class.</li> </ul>
	Nov 10 (Thurs) 9:30-12:20	*Grief & Loss WT 101	
11	Nov 15 (Tues) 9:30 - 12:20	*Exam #2  WT 101	<ul style="list-style-type: none"> <li>Will include all content from Infectious Diseases to Week 10</li> </ul>
	Nov 17 (Thurs) 9:30-12:20	*Basics of Medications WT 101 (Theory)	<ul style="list-style-type: none"> <li>Review <u>Basics of Medication Administration</u> module</li> </ul>
12	Nov 22 (Tues) 9:30 - 12:20	*Basics of Medications WT 101 (Theory)	<ul style="list-style-type: none"> <li>Review <u>Basics of Medication Administration</u> module</li> </ul>
12	Nov 24 (Thurs) 9:30 - 12:20	*Basic of Medications WT 101 & 216 (Theory & Lab)	<ul style="list-style-type: none"> <li>Review <u>Basics of Medication Administration</u> module</li> </ul>

week	DATE	TOPIC	PREPARATION
13	Nov 29 (Tues) 8:30- 11:20	*Basics of Medications WT 101 EXAM	<b>MUST OBTAIN 80% TO PASS</b>
	Dec 1 (Thurs) 9:30 - 12:20	Open Lab Practice  WT 216	<b>Lab Activities:</b> Review and practice all skills taught during the semester in preparation for skill checks
14	Dec 6 (Tues) 9:30- 12:20	*Skill Checks  WT 216 (Lab)	
	Dec 8 (Thurs) 9:30 - 12:20	*Skill Checks WT 216 (Lab)	
15	Dec 15 (Thurs) 9:30 - 12:20	Lab Skill Rechecks WT 216 (Lab)	

CSEA 120 Skill Check Evaluation Fall 2011

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Skill Check scenario: \_\_\_\_\_ Evaluator: \_\_\_\_\_

CRITERIA	P/F	COMMENTS
Ability to demonstrate application of theory to practice (i.e. is able to perform skill correctly)		
Maintains correct body mechanics		
Demonstrates appropriate medical asepsis, adheres to standard/routine precautions and infection control measures		
Maintains client safety at <b>all times</b> —adheres to principles of DIPPS		
Communicates clearly with partner during lift/transfer		
Performs skill check in an organized and efficient manner		

P= Pass, F= Fail,

Pass: \_\_\_\_\_ Recheck: \_\_\_\_\_ Fail: \_\_\_\_\_

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_



Evaluator signature:\_\_\_\_\_

CSEA 120 MEDICAL ASEPSIS ITINERARY

When I think about microorganisms (bacteria, viruses, "germs") the term "clean" means...

The term "dirty" means...

I maintain this type of cleanliness in my bathroom, kitchen, and food preparation area by...

When I bathe and perform my daily grooming routines I have a certain "system" that I follow.  
This system is...

My reasons for following this system are...

I share the following personal care items with members of my family...

I am willing to lend the following personal care items to a friend... Explain.

CSEA 120 VITAL SIGNS ITINERARY

1. When you take vital signs, what is actually being measured?

Temperature:

Pulse:

Respirations:

2. Why would knowing the normal ranges for vital signs in different age groups be important?

3. List factors that affect each of the vital signs (e.g. exercise)

Temperature:

Pulse:

Respirations:

4. What do you think accounts for the difference in normal ranges among oral, axillary, tympanic and rectal temperatures?

5. List factors that interfere with accurate measurement of each of the vital signs

Temperature:

Pulse:

Respirations