

# Health Care Assistant

## CERTIFICATE

### Why study to become a health care assistant?

You've always enjoyed people and have a great deal of patience and understanding for seniors, people with disabilities, and people who are dealing with a life-affecting illness.

Whether you're looking for full-time employment or some part-time work while you juggle your family obligations, the Health Care Assistant certificate program is a quick way to jumpstart your career.

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#### WHAT TYPE OF CAREER CAN I EXPECT AS A HEALTH CARE ASSISTANT?

Our program will prepare you to be employed as a Community Health Care Worker or a Resident Care Attendant. As a university student in our program you will be trained to provide daily, personal care for elderly clients with chronic health problems. Many graduates from this program will find employment in residential care facilities. Others will find employment in home support, providing care in the individual's house rather than an institutional setting. A small number of RCAs are employed in acute care areas in hospitals. All employment involves working shifts and for the first two to five years will involve being on call. All start with casual work and initially may need to work at more than one job site in order to get sufficient hours of work. Starting salary ranges from \$12 to \$19 per hour depending on the worksite.



*“If you enjoy the elderly and have a desire to work in health care, this may be the program for you. The HCA certificate offers you a variety of fulfilling and rewarding employment opportunities.”*

— SANDI MCGLADDERY,  
UFV Health Care Assistant  
program coordinator

# Health Care Assistant



*“The education was so detailed and the material we went through covered every scenario and situation you would come across in your workplace. The class size was perfect; not too big, not too small, and the teachers were excellent.”*

— CAILIE SWITCH,  
program graduate, 2006.

## WHY TAKE THE HCA PROGRAM AT UFV?

Our 24-week, full-time program will take you on the path to a new and rewarding career. UFV has designed the program that this growing profession demands, and UFV's graduates are the ones often hired, almost immediately after graduation.

While studying at UFV, you will gain the knowledge, skills, and values needed to be a frontline care provider in a residential care facility or home-care setting. As a graduate, you will be prepared to care for older adults with diverse, often complex, but relatively stable health and illness needs, and you will be qualified to work in any level of institutionalized or home and community care service including adult day care, assisted living, complex care, and home support.

The program is delivered at UFV's Chilliwack campus, with clinical components taking place in a variety of settings throughout the Fraser Valley. Your daily attendance in this full-time program is expected.

## WHAT DO I NEED TO GET IN?

### ACADEMIC ENTRANCE REQUIREMENTS:

1. Successful completion of **one** of the following academic prerequisites:

- Grade 11
- B.C. secondary school graduation or equivalent
- A minimum of 6 credits at post-secondary level

2. Successful completion of **one** of the following English requirements:

- English 11 (regular, not modified) or UFV ENGL 081
- English 12 or UFV ENGL 091 or 099
- Any first-year university-level English or Communications course
- Students for whom English is a second language may be required to have an English language assessment through the English As a Second Language Department at UFV. Students must demonstrate English ability in reading, writing, listening/speaking, and vocabulary at the 70s level, with a minimum GPA of 2.33 (C+).

### OTHER ENTRANCE REQUIREMENTS

1. Current Red Cross standard first aid certificate or St. John's standard enhanced first aid certificate.
2. Health Care experience as an

employee working in a long-term care facility with elderly clients. This must include a satisfactory reference **OR** a minimum of 30 hours of volunteer experience with residents in a long term care setting with a satisfactory reference. (Applicants may use the reference form attached to the back of the HCA program application form.).

3. Satisfactory written work or personal reference.
4. Valid driver's licence and reliable transportation to all practica sites.
5. Satisfactory interview with a program faculty member who may accept or defer acceptance based on:
  - Knowledge of and motivation toward a career as a health care assistant
  - Financial preparation
  - Communication skills
6. Completion of an immunization program including negative TB test or chest X-ray is required before entry to the program. (Forms will be provided at interview). Hepatitis B immunization will be provided upon entry into the program. Applicants who have completed Hepatitis B immunization prior to entry to the program must submit proof of immunization.

7. Signed medical certificate indicating up-to-date immunization, and a negative TB test or chest X-ray.
8. Solicitor General criminal record check.

## WHAT TYPE OF COURSES WILL I TAKE?

### PROGRAM OUTLINE

COURSE #	TITLE
HCA 110	Health I: Interpersonal Communications
HCA 111	Health II: Lifestyle and Choices
HCA 112	Healing I: Caring for Individuals Experiencing Common Health Challenges
HCA 113	Healing II: Cognitive and Mental Health Challenges
HCA 114	Health & Healing: Concepts for Practice
HCA 115	Introduction to Practice
HCA 120	Healing III: Personal Care and Assistance
HCA 130	Complex Care Clinical
HCA 131	Specialized Dementia Care Clinical
HCA 132	Home Support and Assisted Living Preceptorship

## I'M INTERESTED. WHAT SHOULD I DO NEXT?

The next step would be to check out UFV's online calendar [www.ufv.ca/calendar](http://www.ufv.ca/calendar). Read the section about our HCA program carefully. To download the program application forms, go to [www.ufv.ca/health](http://www.ufv.ca/health) and select Download Centre. Under Health Care Assistant program forms, select both forms.

You should then fill out the application forms and submit them along with the required documents and the \$45 application fee, to the Admissions and Records department at any UFV campus or centre. You can also apply via the internet at [www.pas.bc.ca](http://www.pas.bc.ca).

## HOW DO I APPLY?

The following documents must be submitted to the Admissions and Records office, along with the application fee, in order to process your application:

- UFV application form
- Health Care Assistant program application form
- Proof of academic prerequisites (official transcript required). If you are currently enrolled in Grade 12, a letter is required from your school counsellor stating that you are making satisfactory progress towards meeting the educational requirements for Grade 12 graduation

Once all these documents have been received by the Admissions and Records office, an application date will be recorded, and your application will be forwarded to the Health Sciences department. **You must then submit all remaining documents to the Health Sciences centre, Chilliwack campus.**

### OTHER DOCUMENTS REQUIRED INCLUDE:

- Documentation of one of the following:
  - » Experience as an employee working in a long-term care facility with elderly clients with a satisfactory reference **OR**
  - » Satisfactory volunteer reference working with residents in a long-term care setting (minimum 30 hours). You may use the reference form attached to the back of the HCA program application form (available online)
- Current Red Cross Standard or St. John's Standard first aid certificate
- Copy of a valid driver's licence.

You may apply to the program prior to the completion of all entrance requirements.

## IS THERE ANYTHING ELSE?

Once the necessary documents have been received, you will be sent a letter acknowledging your complete status. Complete applicants will be invited to attend an information/orientation session. At the session you will have the opportunity to sign up for your individual interview with program faculty.

At the interview, you will receive the following additional documents to be completed:

- Solicitor General criminal record check
- up-to-date immunization, and a negative TB test or chest X-ray

You will also be required to have a valid driver's licence and reliable transportation to all practica sites.

## SOUNDS GOOD. WHEN SHOULD I APPLY?

Apply at any time. Program start dates are June and November of each year. Applications are accepted on a continuous basis.

## HOW MUCH DOES IT COST?

It's best to consult our Fees and Other Costs section in the online calendar at [www.ufv.ca/calendar](http://www.ufv.ca/calendar) as fees are subject to change. In addition to your tuition fees, you can expect to pay an additional \$200 for books, supplies, and field trips, while your uniforms and white duty shoes will cost about \$200.

It's worth a visit to the UFV Financial Aid and Awards office, which facilitates the disbursement each year of about \$12 million in federal and provincial student loans, grants, bursaries, scholarships, and awards to UFV students. A helpful budget planning worksheet is available online at [www.ufv.ca/fineaid/budget](http://www.ufv.ca/fineaid/budget).

## WHAT KIND OF ASSISTANCE IS THERE TO HELP ME ADJUST?

Please visit [www.ufv.ca/student-services](http://www.ufv.ca/student-services) to learn about the broad range of services designed to help you learn about and adjust to the university environment.

## CAN I SPEAK WITH SOMEONE ABOUT MY OPTIONS?

Absolutely. We want to hear from you! If you're unsure of your direction, contact Student Services at 1-888-504-7441 to connect with an educational advisor, or arrange for career counselling.

Feel free to contact the School of Health Sciences directly by calling 604-795-2817 or by visiting [www.ufv.ca/health](http://www.ufv.ca/health) where email addresses are available.



The information contained in this document is subject to change. Please refer to [www.ufv.ca/health](http://www.ufv.ca/health) for up-to-date information. UFV reserves the right to cancel courses and programs.

[www.ufv.ca/health](http://www.ufv.ca/health)



## About UFV

Nestled in the beautiful Fraser Valley just east of Vancouver, in B.C., UFV is a fully accredited, public university that enrolls more than 11,000 students each year. UFV has campuses in Abbotsford, Chilliwack, and Mission and regional centres in Hope and Agassiz, and a growing presence in Chandigarh, India.

UFV is committed to exceptional post-secondary instruction and a nurturing learning environment. We are large enough to offer variety, yet small enough to offer the personal attention that our students need to thrive. Our small class sizes and focus on teaching allow our students to get to know their instructors and learn in a hands-on setting.

We offer more than 80 programs, including 13 bachelor's degrees, a master's degree, and more than a dozen trades and technology programs. We believe that anyone who wants to go to university should be given the chance, so our admission policies are flexible, and we provide university prep courses and high school completion options. There are many options for learning: full-time, in class, online, as part of a structured program or one tailored specifically to your interests.

Many of our programs "ladder" into one another, allowing students to keep their options open. Our international programming makes for a culturally diverse student body and great opportunities to study abroad, while our continuing studies offerings make learning a lifelong experience.

UFV is recognized nationally for student success, an excellent learning environment, creative integration of programming, and our work with our local communities.

Get to know us better at [www.ufv.ca](http://www.ufv.ca)

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