

## OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

Note: The University reserves the right to amend course outlines as needed without notice.

<b>Course Code and Number:</b> HLTH NC01		<b>Number of Credits:</b> 0 <a href="#">Course credit policy (105)</a>															
<b>Course Full Title:</b> Professionalism and Communication <b>Course Short Title:</b> Communication <i>(Transcripts only display 30 characters. Departments may recommend a short title if one is needed. If left blank, one will be assigned.)</i>																	
<b>Faculty:</b> Faculty of Access and Continuing Education		<b>Department (or program if no department):</b> Continuing Education															
<b>Calendar Description:</b> Provides students with the skills to interact with colleagues, patients, visitors, and other members of the healthcare team in a professional manner, and to explore Indigenous ways of knowing, being, and worldviews in a healthcare setting. It will also cover hospital communication devices and emergency procedures.																	
<b>Prerequisites (or NONE):</b>		Acceptance into the Nursing Unit Clerk certificate program.															
<b>Corequisites (if applicable, or NONE):</b>		NONE															
<b>Pre/corequisites (if applicable, or NONE):</b>		NONE															
<b>Antirequisite Courses</b> <i>(Cannot be taken for additional credit.)</i> Former course code/number: Cross-listed with: Dual-listed with: Equivalent course(s): <i>(If offered in the previous five years, antirequisite course(s) will be included in the calendar description as a note that students with credit for the antirequisite course(s) cannot take this course for further credit.)</i>		<b>Special Topics</b> <i>(Double-click on boxes to select.)</i> This course is offered with different topics: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <i>(If yes, topic will be recorded when offered.)</i>															
<b>Typical Structure of Instructional Hours</b> <table border="1"> <tr> <td>Lecture/seminar hours</td> <td>15</td> </tr> <tr> <td>Tutorials/workshops</td> <td></td> </tr> <tr> <td>Supervised laboratory hours</td> <td></td> </tr> <tr> <td>Experiential (field experience, practicum, internship, etc.)</td> <td></td> </tr> <tr> <td>Supervised online activities</td> <td>5</td> </tr> <tr> <td>Other contact hours:</td> <td></td> </tr> <tr> <td><b>Total hours</b></td> <td><b>20</b></td> </tr> </table> Labs to be scheduled independent of lecture hours: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		Lecture/seminar hours	15	Tutorials/workshops		Supervised laboratory hours		Experiential (field experience, practicum, internship, etc.)		Supervised online activities	5	Other contact hours:		<b>Total hours</b>	<b>20</b>	<b>Independent Study</b> If offered as an Independent Study course, this course may be repeated for further credit: <i>(If yes, topic will be recorded.)</i> <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit	
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<b>Transfer Credit</b> Transfer credit already exists: <i>(See <a href="http://bctransferguide.ca">bctransferguide.ca</a>.)</i> <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Submit outline for (re)articulation: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <i>(If yes, fill in transfer credit form.)</i>																	
<b>Grading System</b> <input checked="" type="checkbox"/> Letter Grades <input type="checkbox"/> Credit/No Credit																	
		<b>Maximum enrolment (for information only):</b> 24 <b>Expected Frequency of Course Offerings:</b> Once or twice per year <i>(Every semester, Fall only, annually, etc.)</i>															
<b>Department / Program Head or Director:</b> Liana Thompson		<b>Date approved:</b> January 4, 2019															
<b>Faculty Council approval</b>		<b>Date approved:</b> January 11, 2019															
<b>Dean/Associate VP:</b> Sue Brigden		<b>Date approved:</b> January 11, 2019															
<b>Campus-Wide Consultation (CWC)</b>		<b>Date of posting:</b> April 19, 2019															
<b>Undergraduate Education Committee (UEC) approval</b>		<b>Date of meeting:</b> April 26, 2019															

**Learning Outcomes:**

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

- Demonstrate professionalism in the classroom environment through attendance, communication, interpersonal relationships, collaboration, and team work
- Apply the Principles of a respectful, cohesive, and culturally diverse learning environment within the classroom and for use in the healthcare setting
- Model effective and accurate verbal, non-verbal, and written communication within the classroom and for use in the healthcare setting
- Describe and demonstrate confidentiality practices used within the Nursing Unit Clerk role
- Explain the protocols on reporting incidents, accidents, and near misses
- Demonstrate professional behaviors and communications that align with indigenous ways of knowing, being and worldviews

**Prior Learning Assessment and Recognition (PLAR)**

☒ Yes      ☐ No, PLAR cannot be awarded for this course because

**Typical Instructional Methods** (*Guest lecturers, presentations, online instruction, field trips, etc.; may vary at department's discretion.*)

Combination of lectures, discussion groups, role playing, reflective and practical exercises.

**NOTE: The following sections may vary by instructor. Please see course syllabus available from the instructor.**

**Typical Text(s) and Resource Materials** (*If more space is required, download Supplemental Texts and Resource Materials form.*)

Author (surname, initials)	Title (article, book, journal, etc.)	Current ed.	Publisher	Year
1.	Nursing Unit Clerk Course Pack	<input type="checkbox"/>		
2.		<input type="checkbox"/>		
3.		<input type="checkbox"/>		
4.		<input type="checkbox"/>		
5.		<input type="checkbox"/>		

**Required Additional Supplies and Materials** (*Software, hardware, tools, specialized clothing, etc.*)**Typical Evaluation Methods and Weighting**

Final exam:	%	Assignments:	20%	Field experience:	%	Professionalism:	10%
Midterm exam:	%	Group Project & Presentation:	30%	Practicum:	%	Self-Reflection:	20%
Quizzes/tests:	20%	Lab work:	%	Shop work:	%	Total:	100%

**Details (if necessary):****Typical Course Content and Topics**

- Conflict management in health care
- Accurate and efficient written and verbal communication strategies for the healthcare professional
- Understanding cultural diversity in the healthcare system, including Indigenous and new immigrant knowledge and healthcare practices
- Identifying strategies for workplace bullying and harassment
- Confidentiality practices