

OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

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

Course Code and Number: ACTA 10	Number of Credits: 0 Course credit policy (105)														
Course Full Title: Fundamental Concepts for Activity Assistants Course Short Title: Fundamentals <i>(Transcripts only display 30 characters. Departments may recommend a short title if one is needed. If left blank, one will be assigned.)</i>															
Faculty: Faculty of Access and Continuing Education	Department (or program if no department): Continuing Education														
Calendar Description: Prepares students with theoretical foundations and applicable knowledge including key terms and concepts, roles and responsibilities, policies and procedures specific to the role. Examines ethical and legal responsibilities within the care setting.															
Prerequisites (or NONE):	Admission to the Activity Assistant certificate program.														
Corequisites (if applicable, or NONE):	NONE														
Pre/corequisites (if applicable, or NONE):	NONE														
Antirequisite Courses <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>	Special Topics <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> Independent Study 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 Transfer Credit Transfer credit already exists: <i>(See bctransferguide.ca.)</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> Grading System <input checked="" type="checkbox"/> Letter Grades <input type="checkbox"/> Credit/No Credit Maximum enrolment (for information only): 24 Expected Frequency of Course Offerings: At least once annually														
Typical Structure of Instructional Hours															
<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td>Lecture/seminar hours</td><td style="text-align: center;">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 style="text-align: center;">15</td></tr><tr><td>Other contact hours:</td><td></td></tr><tr><td style="text-align: right;">Total hours</td><td style="text-align: center;">30</td></tr></table>	Lecture/seminar hours	15	Tutorials/workshops		Supervised laboratory hours		Experiential (field experience, practicum, internship, etc.)		Supervised online activities	15	Other contact hours:		Total hours	30	
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Total hours	30														
Labs to be scheduled independent of lecture hours: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes															
Department / Program Head or Director: Liana Thompson	Date approved: October 31, 2018														
Faculty Council approval	Date approved: November 30, 2018														
Dean/Associate VP: Sue Brigden	Date approved: December 3, 2018														
Campus-Wide Consultation (CWC)	Date of posting: December 12, 2018														
Undergraduate Education Committee (UEC) approval	Date of meeting: February 1, 2019														

Learning Outcomes:

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

1. Define key terms and concepts within the activity assistant and care setting field.
2. Describe the roles and responsibilities of an activity assistant within the care setting and with activity professionals.
3. Explain the current need for activity assistants with this particular population and other populations within the care setting.
4. Describe policies and procedures associated with care settings.
5. Describe ethical and legal responsibilities of the activity assistant.

Prior Learning Assessment and Recognition (PLAR)

Yes No, PLAR cannot be awarded for this course because it prepares students for a specific work role.

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

Online instruction, online discussion boards and quizzes, taped lectures, and face-to-face digital lectures.

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.	Best-Martini, E., Weeks, M.A., & Wirth, P.	Long-Term Care for Activity Professionals, Social Services Professionals, and Recreational Therapists	<input checked="" type="checkbox"/>	Geriatric Educational; 7 edition	2018
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:	60 %	Field experience:	%	Portfolio:	%
Midterm exam:	%	Project:	%	Practicum:	%	Other:	%
Quizzes/tests:	40 %	Lab work:	%	Shop work:	%	Total:	100%

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

- Definition and need
- Key terms and concepts
- History and the current demographics
- Roles and responsibilities
- Types of care settings
- Person-centered programming
- Evaluation of needs and interests
- Resident population and aging
- Planning, coordination and implementation of activity
- Progress notes
- Policies and procedures
- Resident's rights
- Ethical and legal responsibilities
- Community Care and Assisted Living Act