



COURSE OUTLINE

CENTRE FOR HEALTH SCIENCES PERSONAL SUPPORT WORKER PROGRAM

COURSE NAME: ROLE OF THE PERSONAL SUPPORT WORKER
COURSE CODE: CARE 1042
CREDIT HOURS: 18
PREREQUISITES: NONE
COREQUISITES: NONE
EFFECTIVE DATE: September, 2009
PROFESSOR: Susana Sewlal
PHONE: 416 415 5000 ext 3501 **EMAIL:** ssewlal@georgebrown.ca

PLAR ELIGIBLE: YES () NO (X)

NOTE TO STUDENTS: Academic Departments at George Brown College will NOT retain historical copies of Course Outlines. We urge you to retain this Course Outline for your future reference.

FOR OFFICE USE ONLY		
ORIGINATOR:	Laura Bulmer, RN BScN	August, 2006
CHAIR:	_____	_____
	SIGNATURE	DATE
DATE OF REVISION:	August, 2008	

EQUITY STATEMENT: George Brown College values the talents and contributions of its students, staff and community partners and seeks to create a welcoming environment where equity, diversity and safety of all groups are fundamental. Language or activities which are inconsistent with this philosophy violate the College policy on the Prevention of Discrimination and Harassment and will not be tolerated. The commitment and cooperation of all students and staff are required to maintain this environment. Information and assistance are available through your Chair, Student Affairs, the Student Association or the Human Rights Advisor.

STUDENT RESPONSIBILITIES: Students should obtain a copy of the *Student Handbook* and refer to it for additional information regarding the grading system, withdrawals, exemptions, class assignments, missed tests and exams, supplemental privileges, and academic dishonesty. Students are required to apply themselves diligently to the course of study, and to prepare class and homework assignments as given. Past student performance shows a strong relationship between regular attendance and success.

COURSE DESCRIPTION:

In this course, students are introduced to the role and scope of practice of workers providing support to clients and their families. Various work settings such as community and institutional are also introduced. The variety of work relationships, level of supervision, and the need for flexibility as well time/stress management are covered. Legislation related to the worker, the work setting and client's rights are also discussed.

ESSENTIAL EMPLOYABILITY SKILLS:

As mandated by the Ministry of Training, Colleges and Universities essential employability skills (EES) will be addressed throughout all programs of study. Students will have the opportunity to **learn (L)** specific skills, to **practice (P)** these skills, and/or **be evaluated (E)** on the EES outcomes in a variety of courses. The EES include communication, numeracy, critical thinking & problem solving, information management, interpersonal and personal skills. The faculty for this course has indicated which of the EES are either Learned (L), Practiced (P) or Evaluated (E) in this course:

Skill	L	P	E	Skill	L	P	E
to communicate clearly, concisely and correctly in the written, spoken and visual form that fulfills the purpose and meets the needs of the audience	X	X	X	to locate, select, organize and document information using appropriate technology and information sources	X	X	X
to respond to written, spoken or visual messages in a manner that ensures effective communication	X	X	X	to show respect for the diverse opinions, values, belief systems, and contributions of others	X	X	X
to execute mathematical operations accurately				to interact with others in groups or teams in ways that contribute to effective working relationships and the achievement of goals	X	X	X
to apply a systematic approach to solve problems	X	X		to manage the use of time and other resources to complete projects	X	X	X
to use a variety of thinking skills to anticipate and solve problems.	X	X	X	to take responsibility for my actions, decisions and consequences	X	X	X
to analyze, evaluate, and apply relevant information from a variety of sources	X	X	X				

COURSE OUTCOMES:

Upon completion of this course, the student will have demonstrated the ability to:

1. Identify the role of the Personal Support Worker as it relates to the client, family other team members and legislation.
2. Discuss the concept of delegation and how it relates to the PSW's role.
3. Recognize legislation that is relevant to working in healthcare including: Child and Family Services Act, Occupational Health and Safety Act, Long Term Care Act, Bill 101, Ontario Labour Relations Act, Employment Insurance Act, Regulated Health Professions Act.
4. Utilize Time Management techniques to organize them selves both professionally and personally.

DELIVERY METHODS:

The methods of instruction will be based on shared group experiences, videos, films and handouts as needed.

LIST OF TEXTBOOKS AND OTHER TEACHING AIDS:

1. Sorrentino, Sheila (2008) Mosby's Canadian Textbook for the Support Worker: 2nd Edition. Mosby: St. Louis
3. Sorrentino, Sheila (2008) Mosby's Canadian Textbook for the Support Worker: 2nd Edition (Workbook). Mosby: St. Louis
3. Class handouts

TESTING AND ASSIGNMENT POLICY:

E-mailed assignments will NOT be accepted under any circumstances.

Students who are unable to attend class on a test day must notify the instructor *in advance*. It is the **student's responsibility** to discuss with the instructor any alternate arrangements in this situation.

Assignments should be completed in ink on the assignment sheet provided or typed.

Assignments done in pencil or deemed illegible will not be accepted for marking.

Assignments handed in late will have a minimum of 1 mark deducted per day to a total of 10 marks.

Assignments handed in 2 weeks after the due date will not be marked and the student will receive a mark of zero (0) for that assignment.

Assignments not handed in will result in an incomplete final mark.

EVALUATION SYSTEM:

Attendance at all scheduled classes is imperative. Students missing 2 consecutive classes or 50% of the course material may be asked to complete a make up assignment; repeat the classes missed or repeat the entire course, as determined by the teacher in consultation with the promotions committee.

Resume (30%) = resume 20% and cover letter 10%

A complete, typed resume with cover letter aimed at applying for a job upon completion of this program.

Journal (10%)

One journal entry: minimum 1 page and maximum of 3, typed, double spaced pages
Details of assignment to be discussed in class

Assignment: to be completed in partners (10%)

This assignment will have you explore the variety of employment opportunities that exist within the GTA. Assignment details will be provided in class.

Final Quiz (50%)

Composed of multiple choice and short answer questions

GRADING SYSTEM

The passing grade for this course is: C-

A+	90-100	4.0	B+	77-79	3.3	C+	67-69	2.3	D+	57-59	1.3	Below 50	F	0.0
A	86-89	4.0	B	73-76	3.0	C	63-66	2.0	D	50-56	1.0			
A-	80-85	3.7	B-	70-72	2.7	C-	60-62	1.7						

Excerpt from the College Policy on Academic Dishonesty:

The *minimal* consequence for submitting a plagiarized, purchased, contracted, or in any manner inappropriately negotiated or falsified assignment, test, essay, project, or any evaluated material will be a grade of zero on that material.

To view George Brown College policies please go to www.gbrownc.on.ca/policies

TOPICAL OUTLINE:

Class	Topic	Outcome	Chapter
One	PSW Role Workplace Settings	1 and 2	1 & 3
Two	Health Care System & Time Management	1,2 and 4	2 & 9
Three	Resumes	1,2 and 3	48
Four	Legislation	1 and 3	11
Five	Final Exam *(Resume and cover letter due)	1,2,3 and 4	