

**HCA Program Information Bulletin****Applicant's Name:** \_\_\_\_\_ **NIC Student #** \_\_\_\_\_

The purpose of this bulletin is to provide you with information regarding the physical, psychological and emotional requirements for success in the HCA Program, to help you decide whether the HCA program is right for you at this time.

Consider the following information carefully and reflect on your ability to handle the demands of the HCA Program and work in the health care environment:

- Skill practice in the lab and in the practice experience context includes activities that involve:
  - frequent handwashing
  - wearing personal protective equipment (gloves, gowns, face shields/masks)
  - endurance for standing and walking for long periods (e.g. 8-12 hours shifts)
  - manual dexterity to manipulate equipment
  - flexibility to move in limited spaces (bending and squatting)
  - repetitive movements
  - strength and coordination for tasks such as assisting clients to mobilize, and pushing/pulling equipment
  - making observations using senses (sight, hearing, touch, smell) and encountering unpleasant sights, smells, and noises
  - (note – carefully consider any limitations to your mobility, strength, and endurance due to past injuries or ongoing chronic conditions)
  
- All courses may contain content related to sensitive topics such as abuse, family relationship challenges, addiction and related behaviours, mental health challenges, suicide, and death. Students may encounter distressing situations in practice experiences. Students are expected to manage their own emotional responses in ways that do not impede the learning experience for others in the class and do not put clients at risk during care. Students are expected to maintain professional responses even in situations that challenge their personal beliefs and values.
  
- Students must use computer programs and platforms for receiving and sending emails, accessing course resources and information, attending online classes, submitting assignments, and completing quizzes. Information on minimum technology requirements is available at <https://learnanywhere.opened.ca/>.

## INTAKE PACKAGE - HEALTH CARE ASSISTANT

- Students are expected to interact with instructors, classmates, and clients (and staff in the practice experience context) to develop effective working relationships. This involves ongoing development of communication skills, openness to receive and integrate constructive feedback, ability to reflect and evaluate their own actions, engaging in constructive conflict management and collaborative problem solving, and demonstrating respect and compassion.
- Students are expected to participate in group work, discussions, individual and group presentations, role plays, and skill demonstrations in both face-to-face and online classes, and teamwork with peers and staff in practice placements.
- Courses are scheduled to include individual work and class work (30 hours/week for full time programs). There is further work expected outside of that time for class preparation and assignments. Delivery models vary between offerings but will include digital and face-to-face delivery for theory and lab courses and placements in care agencies for practice experience courses. The practice experience courses (HCA 140, 145 & 150) will be in complex care facility and community care contexts. Students may be required to work a variety of shifts: 8-12 hours shifts, days, evenings, weekdays, and weekends. Students are responsible for their own transportation to the practice placement sites.
- Students are expected to demonstrate professionalism through healthy self-care, professional appearance in the lab and workplace, taking responsibility for their own learning, being accountable for their own actions, respectful communication, and adhering to the rules and regulations of NIC and practice placement agencies.

NIC has resources available to support you in your efforts to achieve your educational goals. If you have a history of health, personal, and/or educational challenges, we strongly suggest that you make an appointment with the campus counselor or the “Department of Accessible Learning Services” prior to starting the program.

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**Your signature will reflect that you understanding the above information and have considered the implications.**

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Information collected in this application package is collected in accordance with the Freedom of Information/Protection of Privacy Act and constitutes a part of the student's personal record.*