

# College of Personal Assistance and Caregiving

<http://directcourseonline.com/personalassistance/curriculum/>

## Currently Available Courses:

The following is a list of courses available in the College of Personal Assistance and Caregiving. The library will continue to grow and additions and updates to courses will be made to keep them current.

### Personal Care

This course will teach you why personal and self-care is important. You will learn about the physical aspects of the body and body mechanics that are important to all home care providers. The course will cover the kinds of tasks that are done while providing personal and self-care support. Examples include grooming, bathing, and toileting. You will also learn how to help prevent and control infections. You will become familiar with other health conditions that may be present. Medication and oral health care will be covered in this course. The role of a home care provider will be also described. This course will also teach the learner that personal care can be different and challenging for every person. Because of this, each person's individual needs must be a priority.

- Lesson 1: Personal Care, Basics and Overview
- Lesson 2: Physical Aspects and Body Mechanics
- Lesson 3: Bathing, Toileting, and Grooming
- Lesson 4: Infection Control
- Lesson 5: Health Conditions and Medications
- Lesson 6: Oral Care

### Disability Rights and Independent Living

This course will help you to learn about how people with disabilities were historically treated. You will learn that even fifty years ago people with disabilities did not have many rights. You will learn about the progress that has been made in the last century and the rights that people with disabilities fought for and have today. You will also learn about the philosophy of independent living and self-direction. You will learn what this means in your work as a home care provider. You will also learn about the ways that you can help a person you work for to feel more a part of his or her community. You will learn how to do this while being respectful of his or her choices and preferences.

- Lesson 1: Disability History
- Lesson 2: Disability Rights Progress
- Lesson 3: What Independent Living Means
- Lesson 4: Community Inclusion
- Lesson 5: Working with People Who Are Self-Directing

### Healthy Lives One

This course will help you to help people with a variety of health and disability related activities as a home care provider for people with physical disabilities and older adults. The first two lessons of this course provide a general overview of health, health care visits, and common illnesses. The third and fourth lessons focus on health activities that are related to a person's disability or health condition. This course also provides information that may be useful for your own health and your work as a home care provider.

- Lesson 1: Concepts of Health, Disability, and Access
- Lesson 2: Health Care Visits and Common Illnesses
- Lesson 3: Disability Related Health Activities: Bowel, Bladder, Port, Feeding Tube, and Dialysis Care

## Lesson 4: Disability Related Health Activities: Pain Management, Skin, and Respiratory Care

### **Healthy Lives Two**

This course covers material on ways a person can stay healthy. The learner will receive information about a wide variety of ics. This includes the importance of physical activity. It includes the importance of nutrition and relaxation. The learner will also receive health information on chronic diseases and mental illnesses.

Lesson 1: Preventing Chronic Diseases

Lesson 2: Physical Activity, Lifestyle Choices and Substance Abuse

Lesson 3: Nutrition and Eating

Lesson 4: Medication Safety and Alternative Medicine

Lesson 5: Mental and Emotional Health

Lesson 6: Mental Illness

### **Cerebral Palsy Care**

This disability intensive course will introduce you to cerebral palsy. Cerebral palsy is a very common disability. It is a brain disorder that affects body movement. It also affects muscle coordination. Cerebral palsy can begin in infancy or early childhood. It can also be acquired at a later age when a specific part of the brain is injured. It is a permanent condition. However, it does not get worse over time. You will learn to recognize common characteristics. This course will also describe the main types of cerebral palsy. Finally, it will help you understand some of the typical support needed by someone who has cerebral palsy.

### **Diabetes Care**

This disability intensive course will help you understand how this disability or condition affects people in their daily lives. It will help you understand how co-occurring disorders and conditions may affect people as well. It will provide examples of how home care providers can help with activities related to diabetes.

### **Safety at Work: Information for Home Care Providers**

This course covers material on ways a person can stay safe at home and in the community. The learner will receive information about a wide variety of topics such home safety hazards, abuse, accident prevention, fire safety and work safety. The learner will also receive information on how to help a person outside the home using transportation or pedestrian walkways.

Lesson 1: Safety in the Home

Lesson 2: Abuse

Lesson 3: Fire Safety

Lesson 4: Accident Prevention and Work Safety

Lesson 5: Safety in the Community

### **Being Prepared for an Emergency**

This course covers material on ways a home care provider can help prepare for an emergency. The learner will learn why people with disabilities and older adults may have unique needs during emergencies and how a provider can help. The learner will gain knowledge on subjects such as: natural disasters, emergency preparedness, responding and recovering from an emergency, pandemics, bio-terrorism and terrorism.

Lesson 1: Unique Needs of People with Disabilities and Older Adults

Lesson 2: Natural Disasters and Weather-Related Emergencies  
Lesson 3: Preparing for Emergencies  
Lesson 4: Responding to and Recovering from Emergencies  
Lesson 5: Pandemics, Terrorism and Bio-terrorism

**Roles and Responsibilities of a Home Care Provider**

This course covers material on roles and responsibilities of a home care provider. The learner will receive information about a wide variety of topics including what a home care provider is, how to become a home care provider, definitions of abuse and neglect, the importance of maintaining a professional relationship, the importance of confidentiality, and your legal rights and responsibilities as a home care provider.

Lesson 1: What is a Home Care Provider  
Lesson 2: Becoming a Home Care Provider  
Lesson 3: Avoiding and Reporting Abuse, Neglect, and Exploitation  
Lesson 4: Doing the Right Thing  
Lesson 5: Practicing Confidentiality and Privacy

**Coming in 2014!**  
**Dementia Care**