



# Health Care Assistant (HCA)



TRANSFORMING COMMUNITIES THROUGH EDUCATION

# *Health Care Assistant*

## *Description*

The HCA Program is designed for students who want to be certified to work as a Health Care Assistant (HCA). Health care assistants are the frontline care providers in a variety of institutional and community settings. HCAs aid in the basic care of patients, under the direction of nurses, hospital staff, and physicians. They provide professional care and supervision in protective and supportive health care environments, for clients/residents who have complex health challenges. Through this course, students will gain skills and experience, first working in the classroom and lab, and then through practicum.

## *Job Opportunities*

- Hospital wards
- Residential long-term care facilities
- Extended care facilities
- Assisted living facilities
- Group homes/Home support agencies

## *Wages*

Earn up to \$25 per hour.

## *Program Admission Requirements*

Teamwork and communication failures are a primary cause of patient safety incidents in healthcare; the ability to communicate effectively is one of the fundamental safety competencies identified by the Canadian Patient Safety Institute (CPSI).

All BC HCA program applicants are required to demonstrate English language proficiency. Domestic and/or international applicants who are non-native English speakers will need to take a standardized proficiency assessment to confirm communicative competency in all four language skills areas (speaking, listening, reading and writing).

For your convenience, we have added the link for the English requirements;

[http://www.cachwr.bc.ca/Documents/English-Language-Competency\\_HCA-Program-Entry.aspx](http://www.cachwr.bc.ca/Documents/English-Language-Competency_HCA-Program-Entry.aspx)

### **Native English speakers**

#### **Requirement**

English 10 or equivalent. Evidence of one of the following:

1. Proof of completion of Grade 10 English; or
2. College courses determined to be equivalent to completion of Grade 10 English (or higher) by post-secondary institutions. Applicants must produce transcripts as evidence of completion. A minimum of a C grade is acceptable.
3. Canadian Adult Achievement Test (CAAT): Reading Comprehension 35/50 Spelling 23/32
4. Language Placement Index (LPI): The three individual scores (Sentence Structure, English Usage, and Reading Comprehension) must total a minimum of 20, out of a maximum possible score of 40. Essay level of 4, with a minimum essay score of 24/40
5. Accuplacer: Grade 10 level or higher Recommended Cut Scores\*: Reading Comprehension 60, Sentences Skill 55, Write-placer 4

\*educational institutions may conduct their own predictive validity studies to confirm appropriate cut scores

### **Non-native English speakers**

#### **Requirement**

Standardized English language proficiency test score. Evidence of one of the following test scores:

1. The Test of English as a Foreign Language (TOEFL): test must be within the last two years, IBT only – Overall score of 76 with no score lower than 20 in Speaking and Listening and no score lower than 18 in Reading and Writing.
2. International English Language Testing System (IELTS): Academic or General — test must be within the last two years: Overall score of 6 with a minimum of 6 in Speaking and Listening and no score lower than 5.5 in Reading and Writing.
3. Canadian Language Benchmark Placement Test (CLB PT): test must be within the last year : Listening 7, Speaking 7, Reading 6 and Writing 6 – Note: a CLB Report Card from a LINC Program may also be accepted.
4. Canadian English Language Proficiency Index Program(CELPPIP): Academic or General — Academic: Aggregate score of 4L or better, with 4L or better in Speaking and Listening and 3H or better in Reading and Writing. General: CELPIP 7 or better in Speaking and Listening and CELPIP 6 in Reading and Writing
5. Canadian Academic English Language Assessment (CAEL): Overall Score of 60, with no section less than 50

### **Additional Criteria – English Language Competency Requirements**

To support educational institutions in ensuring applicants meet Registry English language competency requirements, the following criteria have been put into place:

1. To achieve functional language proficiency and be termed as a native English speaker, one would require seven (7) years of education in a listed country with English language systems/institutions (see list provided below). These years could be acquired in either a consecutive or non-consecutive manner. If, however, these years were all consecutive and inclusive of only secondary or post-secondary education in an English-speaking environment, the number of years to meet the native English speaker requirement could be achieved in a period of 3 years.
2. The Registry has established the following list of countries as those with English language systems/institutions.

**Countries with English language systems / institutions (where English is a primary, official language and the language used for education)**

American Samoa Dominica Mauritius Uganda / Anguilla / Antigua / Falkland Islands / Fiji/Montserrat / New Zealand / United Kingdom (England, Scotland, Wales and Northern Ireland)/Australia / Ghana /Seychelles / United States of America (USA) / Bahamas/ Grenada / Singapore / US Virgin Islands / Barbados / Guam / South Africa /Belize / Guyana / St. Kitts and Nevis / Bermuda /British Virgin Islands / Irish Republic / Jamaica /St. Lucia / St. Vincent / Cayman Islands / Kenya / Trinidad and Tobago / Malta /Turks and Caicos Islands/ Canada\*

\*Applicants educated in Quebec, at an institution where the language of instruction was not English, must meet the current English language proficiency requirements.

Prior to the first practice educational experience you will need (1)proof of meeting current immunizations/vaccinations as per health care organization policies/guidelines (or signed vaccination exemption form, except TB), (2) Criminal record check from the Ministry of Justice, including clearance to work with vulnerable adults. (3) Standard First Aid, CPR Level 'C' or HCP (4) Food Safe Level 1 (5) WHMIS

\* \* numbers 3, 4 & 5 courses are offered through the college to the students at no additional cost to them

## *Program Duration*

Full Time: 745 Hours / 24 weeks

Part Time: 745 Hours / 37 weeks

## *Course Outline*

<b>Course Number</b>	<b>Course Name</b>	<b>Hours</b>
HCA 100	Health and Healing: Concepts for Practice	70 hours
HCA 200	Interpersonal Communications	50 hours
HCA 300	Health 2: Lifestyle and Choices	30 hours
HCA 400	Health Care Assistant: Introduction to Practice	30 hours
HCA 500	Healing 1: Caring for Individuals Experiencing Common Health Challenges	115 hours
HCA 600	Healing 2: Caring for Individuals Experiencing Cognitive or Mental Challenges	60 hours
HCA 700	Healing 3: Personal Care and Assistance	120 hours
HCA 800	Practice Experience in Multi-Level and/or Complex Care	210 hours
HCA 900	Practice Experience in Home Support and/or Assisted Living	60 hours
<b>Total</b>		<b>745 hours</b>
<b>Duration:</b>		

## *Free Certificates*

1. First Aid + CPR
2. Food Safe
3. Medication Management
4. WHMIS

## *Fee Structure*

#	PARTICULARS	FEE	REMARKS
1	Registration Fee	\$250	Domestic Students
2	Tuition Fee	\$5750	
3	Books	\$175	
4	Course Material	\$75	
Total		<b>\$6250</b>	
1	Tuition Fee	\$9000	International Students
2	Registration Fee	\$250	
3	Book Fee	\$175	
4	Other Material	\$75	
Total		<b>\$9500</b>	



**Surrey**  
Unit 201-8318 120 St.  
Surrey, BC, V3W 3N4  
Phone: 604.594.3500  
Fax : 604.594.3505

info@wcc.ca

**Abbotsford**  
Unit 201-3670 Townline Rd.  
Abbotsford, BC, V2T 5W8  
Phone: 604.776.1301  
Fax: 604.776.1303

abbyinfo@wcc.ca

**South Surrey**  
Unit 204-15850 24 Ave.  
Surrey, BC, V3Z 0G1  
Phone: 604.594.3500  
Fax : 604.594.3505

info@wcc.ca

**Surrey King George**  
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## HEALTH CARE ASSISTANT

### FULL TIME

START DATE:

SCHEDULE:

<b><u>INSTALLMENT</u></b>	<b><u>AMOUNT</u></b>	<b><u>MONTH</u></b>
<b>REGISTRATION FEE</b>	<b>\$250</b>	<b>Registration Fee</b>
<b>1<sup>ST</sup> INSTALLMENT</b>	<b>\$1400</b>	<b>1<sup>ST</sup> month</b>
<b>2<sup>ND</sup> INSTALLMENT</b>	<b>\$1150</b>	<b>2<sup>nd</sup> month</b>
<b>3<sup>RD</sup> INSTALLMENT</b>	<b>\$1150</b>	<b>3rd month</b>
<b>4<sup>TH</sup> INSTALLMENT</b>	<b>\$1150</b>	<b>4<sup>th</sup> month</b>
<b>5<sup>TH</sup> INSTALLMENT</b>	<b>\$1150</b>	<b>5<sup>TH</sup> month</b>
<b>TOTAL FEE</b>	<b>\$6250</b>	



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## HEALTH CARE ASSISTANT PART TIME

START DATE:

SCHEDULE:

<b><u>INSTALLMENT</u></b>	<b><u>AMOUNT</u></b>	<b><u>MONTH</u></b>
<b>REGISTRATION FEE</b>	<b>\$250</b>	<b>Registration Fee</b>
<b>1<sup>ST</sup> INSTALLMENT</b>	<b>\$1400</b>	<b>1<sup>st</sup> month</b>
<b>2<sup>ND</sup> INSTALLMENT</b>	<b>\$1150</b>	<b>2<sup>nd</sup> month</b>
<b>3<sup>RD</sup> INSTALLMENT</b>	<b>\$1150</b>	<b>3<sup>rd</sup> month</b>
<b>4<sup>TH</sup> INSTALLMENT</b>	<b>\$1150</b>	<b>4<sup>th</sup> month</b>
<b>5<sup>TH</sup> INSTALLMENT</b>	<b>\$1150</b>	<b>5<sup>TH</sup> month</b>
<b>TOTAL FEE</b>	<b>\$6250</b>	

## Basic eligibility requirements

To receive student financial assistance, you must meet **all** of these basic eligibility criteria:

- be a Canadian citizen, a [permanent resident](#) or have protected person status
- have a valid Canadian social insurance number
- be a [resident](#) of British Columbia
- be pursuing [full-time](#) studies as your primary occupation
- be enrolled in an eligible program of study at an eligible post-secondary institution
- be able to demonstrate [financial need](#)
- make academic progress and achieve [satisfactory scholastic standing](#) in each period of [post-secondary study](#)

**NOTE:** All information submitted as part of your application package, including information provided by your parents or spouse/common-law partner in appendices, is subject to verification and audit.

**NOTE:** You can only apply to one province for funding.

**You may not be eligible if you are:**

- [Delinquent](#) or in [default](#) of previous student loans.
- Under audit or have an [overaward](#) (in this case your funding may be withheld), or
- Incarcerated or have any outstanding warrants for your arrest.

## B.C. residency requirement

To receive student financial assistance, you must be a resident of B.C. according to the criteria described below. To determine residency, students are classified either as [Dependent](#) or [Independent](#). This classification is also used to determine [financial need](#).

[Dependent](#)

[Independent](#)

## Your school eligibility

The first thing you will need to do is [check your school designation](#) under Student Aid BC. To receive funding, your school must be deemed eligible. In addition, there is special information if you are attending two schools, if you attend a private institution, or if you are going to school outside of B.C.

[B.C. private school](#)

## Your financial need

Student Aid BC funding varies according to your financial situation, status, length of study program, number of [dependants](#) and other factors.

The amount of money you receive from Student Aid BC depends on your **financial need**, which is calculated using this formula:

### Educational costs

- Student Resources

= Financial need

We subtract your total resources from your total educational costs to calculate your assessed financial need.

Your assessed need is then compared with the [maximum weekly funding limit](#) allowed for your study period. **The lesser of these two amounts is what you are eligible to receive.**

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## Student Living Allowances

The monthly student living allowances for each category of student are intended to cover costs for shelter, food, local transportation, and miscellaneous expenses. They are standard allowances for a moderate standard of living established by the federal government. The allowances vary based on a student's living situation and the province or territory where they will be studying.

The 2017/18 allowances for students residing in B.C. are below. Allowances for other living situations can be found in the [SABC Policy Manual](#).

2017/18 Living Allowances for Students residing in B.C.	Monthly	Weekly
Single student away from home	\$1,564	\$364
Single student living at home	\$658	\$153
Single parent (add child allowance x number of dependants)	\$1,920	\$447
Married student/spouse (add child allowance x number of dependants)	\$2,936	\$683
Child allowance	\$681	\$158

**Note:** These allowances are used to calculate your financial need and may not be the monthly amounts you will receive. The amount of student financial assistance available to you is determined by your assessed need, whether you have dependants, the length of your study period and the maximum amounts set by the Canada Student Loan Program and by Student Aid BC.

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## Educational costs:

- tuition, fees, books and school supplies
- moderate standard of living allowance for shelter, food, transportation and miscellaneous costs
- child/[dependant](#) living expenses
- day-care expenses

# How to apply for Student Loan

## Instructions

Below are the steps in applying for B.C. and Canada student loans.

1. Please go to <https://studentaidbc.ca/dashboard/login>

Log in with a StudentAid BC User ID

User ID \*

Password \*

Log in with StudentAid BC User ID

[Forgot your StudentAid BC User ID/Password?](#)

Log in with a BC Services Card enabled StudentAid BC User ID

Log in with BC Services Card

2. Choose one of the following

Log in with BC Services Card

Choose how to log in with your card:

**Mobile card**  
Use a BC Services Card set up on a mobile device

**Card reader for Android**  
Use it to read the chip in a BC Services Card with a passcode

**USB card reader**  
Use it to read the chip in a BC Services Card with a passcode

3. Verify in Person by visiting their office at 200 - 10470 152nd Street Surrey, BC between Monday to Friday 8:30am – 4:30pm. (Please call in prior to your visit 1-800-663-7867)
4. Create Your Account
5. Log into your account and start the application for Student Loan.

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PARTNERS WITH

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**Les Roches**



**NICOLA VALLEY  
INSTITUTE OF  
TECHNOLOGY**



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