



**COWLEY COLLEGE  
& Area Vocational Technical School**

**COURSE PROCEDURE FOR**

**HOME HEALTH AIDE  
ALH5203 1 Credit Hour**

**Student Level:**

This course is open to students on the college or high school level. The student must have a current CNA certificate and have been screened and tested for reading comprehension at an eighth grade reading level prior to enrolling in the course.

**Catalog Description:**

**ALH5203 - HOME HEALTH AIDE (1 hr)**

This course is designed to provide the individual with the necessary skills and knowledge to work in a hospital-based or independent home health agency. Upon completion of this 20-hour course, the student must pass a state examination to become certified as a Home Health Aide (HHA).

**Prerequisites:**

Must hold a Kansas Certified Nurse Aide (CNA) certificate and meet or exceed minimum reading standards of eighth grade level.

**Controlling Purpose:**

This course is designed to help the student increase his/her knowledge concerning home health care. The student will be able to care for the basic physical, emotional and social needs of the resident in the home setting.

**Learner Outcomes:**

Upon completion of this course, and successfully passing the state exam, the student will have demonstrated the knowledge and skills necessary to become a Home Health Care Aide.

**Units Outcomes and Criterion Based Evaluation Key for Core Content:**

The following defines the minimum core content not including the final examination period. Instructors may add other content as time allows.

Evaluation Key:

- A = All major and minor goals have been achieved and the achievement level is considerably above the minimum required for doing more advanced work in the same field.
- B = All major goals have been achieved, but the student has failed to achieve some of the less important goals. However, the student has progressed to the point where the goals of work at the next level can be easily achieved.

- C = All major goals have been achieved, but many of the minor goals have not been achieved. In this grade range, the minimum level of proficiency represents a person who has achieved the major goals to the minimum amount of preparation necessary for taking more advanced work in the same field, but without any major handicap of inadequacy in his background.
- D = A few of the major goals have been achieved, but the student's achievement is so limited that he is not well prepared to work at a more advanced level in the same field.
- F = Failing, will be computed in GPA and hours attempted.
- N = No instruction or training in this area.

<b>HOME HEALTH CARE AIDE</b>						
Overall Specific Learner Outcomes						
Upon completion of this class, the student will be able to demonstrate knowledge and skills required to perform as a Home Health Aide.						
A	B	C	D	F	N	Specific Competencies
						Utilize CNA skills in the home setting.
						Manage the home environment. Understand the requirements of safety, healthy environment, and what it takes to provide for the client's nutritional needs.
						Provide home care procedures appropriately. Maintain medical asepsis while preventing infection. Understand procedures to care for client's physical needs in the home, ie. bathing, bedmaking, personal care, vital signs, collecting specimens, elimination needs, and special procedures.
						Meet the client's special needs, such as caring for the older adults; mothers, infants, and children; clients with mental illness; clients with illnesses requiring home care; clients in the process of dying; and emergency situations.
						Get a job and keep it by utilizing and maintaining professional skills.

<b>UNIT I: ORIENTATION TO HOME HEALTH CARE</b>						
Outcomes: Student will demonstrate knowledge of regulations for HHA requirements.						
A	B	C	D	F	N	Specific Competencies
						List goals of a Home Health Care Team.
						Identify the types of Home Health Care Agencies in Kansas.
						Describe the responsibilities of the health care team.
						Identify major categories involved in fulfilling your role as a HHA/CNA.
						Understand client's needs.
						Understand how the body works.

**UNIT I: ORIENTATION TO HOME HEALTH CARE**

Outcomes: Student will demonstrate knowledge of regulations for HHA requirements.

A	B	C	D	F	N	Specific Competencies
						Observe, report, and record.
						Work with the ill and disabled.

**UNIT II: BASIC COMMUNICATION SKILLS**

Outcomes: Student will demonstrate knowledge of basic communication skills in the home setting.

A	B	C	D	F	N	Specific Competencies
						Identify attitudes which promote communication between people.
						Identify behavior which will help accomplish effective communication between the HHA/CNA, residents, & team.
						Identify factors which promote good communication between the CNA and resident's family and friends.
						Recognize factors/barriers which may block effective communication between resident, family and staff.
						Identify factors which promote effective communication between the CNA and other staff members.
						Understand the Client's Bill of Rights.
						Recognize and function by the Code of Behavior

**UNIT III: MANAGING THE HOME ENVIRONMENT**

Outcomes: Student will demonstrate knowledge of home safety and the importance of a healthy environment as well as nutritional requirements of clients served.

A	B	C	D	F	N	Specific Competencies
						Maintain a safe environment.
						Maintain a healthy environment.
						Meet the client's nutritional needs.

**UNIT IV: HOME CARE PROCEDURES**

Outcomes: Student will demonstrate knowledge home care procedures to be performed by the HHA.

A	B	C	D	F	N	Specific Competencies
						Define and discuss body mechanics as it applies to the HHA/CNA..
						Identify and demonstrate rules of body mechanics.
						Understand role and process to prevent infection/medical asepsis.
						Properly make a bed.
						Provide personal care for the residents.
						Provide personal for the elimination needs of the residents.
						Understand the process of and actual act of collecting specimens for the residents.
						Understand the mechanism of measuring vital signs of the residents.
						Assist with any special procedures for the resident.

### UNIT V: MEETING THE CLIENT'S SPECIAL NEEDS

Outcomes: Student will demonstrate knowledge of how to care for clients as a HHA based on their special needs.

A	B	C	D	F	N	Specific Competencies
						Care for older adults.
						Care for mothers, infants, and children.
						Care for clients with mental illness.
						Care for clients with illness requiring home care.
						Care for the dying client.
						Provide for resident emergencies.

### UNIT VI: PROFESSIONAL SKILLS

Outcomes: Student will demonstrate knowledge of how to perform professionally to insure the integrity of the HHA as a health care team member.

A	B	C	D	F	N	Specific Competencies
						Get a job and keep it! Understand the professional skills required to maintain a job.

#### **Projects Required:**

None

#### **Textbook:**

Contact Bookstore for current textbook.

#### **Reference Materials:**

“Kansas Home Health Aide Curriculum Guidelines” by the Kansas Department of Health and Environment.

**Attendance Policy:**

Students should adhere to the attendance policy outlined by the instructor in the course syllabus.

**Grading Policy:**

The grading policy will be outlined by the instructor in the course syllabus.

**Maximum class size:**

Based on classroom occupancy

**Course Time Frame:**

The U.S. Department of Education, Higher Learning Commission and the Kansas Board of Regents define credit hour and have specific regulations that the college must follow when developing, teaching and assessing the educational aspects of the college. A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally-established equivalency that reasonably approximates not less than one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work for approximately fifteen weeks for one semester hour of credit or an equivalent amount of work over a different amount of time. The number of semester hours of credit allowed for each distance education or blended hybrid courses shall be assigned by the college based on the amount of time needed to achieve the same course outcomes in a purely face-to-face format.

**Refer to the following policies:**

[402.00 Academic Code of Conduct](#)

[263.00 Student Appeal of Course Grades](#)

[403.00 Student Code of Conduct](#)

**Disability Services Program:**

Cowley College, in recognition of state and federal laws, will accommodate a student with a documented disability. If a student has a disability which may impact work in this class and which requires accommodations, contact the Disability Services Coordinator.