

Department:

Allied Health

Course Description:

Home Health Aid is a 2 credit hour online course that prepares the individual to act in the role of a certified Home Health aide in a home setting. The course identifies the specific responsibilities and functions of the certified Home Health aide as a member of the health care team. Using a holistic approach, this course focuses on the clients physical, psychological, social, and spiritual needs. Included is the role of the family and the caregiver in meeting the clients' needs. The curriculum is based on the Kansas Department for Aging and Disability Services (KDADS) Certified Home Health Aide Guidelines (20 hours). A CNA is required as a prerequisite. Upon successful completion of both the course and the state exam, the individual will be a Kansas Home Health Aide (HHA).

Course Competencies:

Upon completion of the course, the student should be able to:

- A. Orientation to Home Care
 - a. Generally describe the functions of a home health agency and how the agency may be organized.
 - b. Identify responsibilities of home health personnel
 - c. Discuss how a care plan is developed and used in the home health agency.
 - d. Discuss legal and ethical aspects of the home health aide's job.
- B. Working with People
 - a. Define home and family.
 - b. Discuss cultural diversity and religious differences.
 - c. Identify goals of the home health aide for providing care in the client's home
 - d. Identify common adult and family reactions to stress, such as illness and disability or approaching death.
 - e. Describe appropriate response of the home health aide to client/family behaviors resulting from the stress of illness and disability or approaching death.
 - f. Identify common reactions of children to personal or family illness and stress.
 - g. Identify the role of the home health aide in working with children in the home.
 - h. Identify characteristics of mental health.
 - i. Define what is meant by mental illness and identify the role of the home health aide in situations where there is mental illness.
 - j. Define what is meant by developmental disability and identify the role of the home health aide in working with a client who is developmentally disabled.
 - k. Describe indications of family abuse which might be observed. Indicate the home health aide's responsibility if abuse is suspected.
 - l. Discuss hospice/palliative care and how it relates to home care.
 - m. Identify the psychosocial aspects of death and dying.
 - n. Describe what to do with death in the home.
- C. Home Management
 - a. Identify actions the home health aide takes to maintain a clean and safe environment.

- D. Nutrition and Meal Preparation
 - a. Identify the importance of an adequate and balanced intake of food.
 - b. Name the basic food groups and identify foods which belong to each group.
 - c. Identify the recommended amount of the basic food groups for both adults and children.
 - d. Identify foods or substances to be avoided in the following therapeutic diets:
 - i. Diabetic
 - ii. Low sodium
 - iii. Low cholesterol
 - iv. Low fat
 - e. Identify the factors to consider when planning and preparing meals.
 - f. Discuss factors to consider in planning food purchases.
 - g. Identify ways to safely store food.
 - h. Discuss safe food handling and preparation practices.
- E. Adapting Personal Care Activities in the Client's Home
 - a. Describe how to adapt personal care activities to meet the client's needs in the home.
- F. Mother and Baby Care
 - a. Discuss the role of the home health aide in caring for mother and baby.
 - b. State how to prepare a bottle for feeding avoiding contamination.
 - c. Describe how to feed and burp a baby.
 - d. Describe how to bathe a baby, including care of the umbilical cord and circumcision (if applicable).
 - e. Describe how to diaper a baby.
 - f. Identify safety principles to be observed when caring for an infant.
 - g. List signs of potential health crisis for an infant warranting evaluation by health professionals.
- G. Observing Client's Medication
 - a. Define the role of the home health aide in assisting the client with medication.
 - b. Identify and report observations concerning client's medications.
 - c. Identify safe medication storage.
 - d. Disposing of outdated/unlabeled medications.
 - e. Identify concerns with oxygen therapy.
 - f. Identify proper directions for use of other equipment.
- H. Special Procedures and Emergency Care
 - a. Describe the technique for changing a clean dressing.
 - b. Describe care for a person who has a cast.
 - c. Describe general guidelines for care of a client who wears a prosthesis.
 - d. Identify how to use a vaporizer or humidifier safely.
 - e. Identify the home health aide's action in emergency situations.
- I. Reporting, Documentation and Observation
 - a. Describe the importance of reporting, documenting and observing in home care.

Course Content:

- J. Orientation to Home Care
- K. Working with People
- L. Home Management
- M. Nutrition and Meal Preparation
- N. Adapting Personal Care Activities in the Client's Home
- O. Mother and Baby Care

- P. Observing Client's Medication
- Q. Special Procedures and Emergency Care
- R. Reporting, Documentation and Observation

Learning Assessments:

Competencies may be evaluated by multiple measures, including class participation, homework assignments, practice of skills, performance of skills in the clinical setting, quizzes, and tests.

Instructional Materials:

Textbook: KDHE Kansas Certified Home Health Aide Guidelines (20 Hours), July 2005

Additional materials may be used to augment the course and provide updated medical information.

Guidelines for Requesting Accommodations Based on Documented Disability or Medical Condition

It is the intention of Highland Community College to work toward full compliance with the Americans with Disabilities Act, to make instructional programs accessible to all people, and to provide reasonable accommodations according to the law.

Students should understand that it is their responsibility to self-identify their need(s) for accommodation and that they must provide current, comprehensive diagnosis of a specific disability or medical condition from a qualified professional in order to receive services. Documentation must include specific recommendations for accommodation(s). Documentation should be provided in a timely manner prior to or early in the semester so that the requested accommodation can be considered and, if warranted, arranged.

In order to begin the process all students **must** complete the "Disabilities Self-Identification Form" on our [Disability Services website](#).

This form can also be accessed at the Highland Community College homepage under Students Services/Student Resources/Disability Service or by contacting the Disabilities Coordinator.

Guidelines for Requesting Accommodations for the State CNA, CMA, or HHA Exams

Students should understand that it is their responsibility to self-identify their need(s) for accommodations. If students already have accommodations in place with Highland Community College, they must submit a separate request to the state for CNA, CMA, and HHA exams. Any student may complete and submit the Kansas Department for Aging and Disability Services NURSE AIDE, MEDICATION AIDE, HOME HEALTH AIDE ACCOMMODATION REQUEST FORM if they have a physical, learning, psychological or other need in which an accommodation or auxiliary aide would be of assistance to the student taking the state test. You must have performed in a satisfactory manner in both a class/theory and in a lab/clinical setting of the course. The applicant must complete the front of first page of the form and the course instructor must complete the second page of this form. **An accommodation request must be requested in advance by notifying the instructor and/or the Allied Health Coordinator.** If a student plans to take multiple Allied Health courses, CNA, CMA and/or HHA, a new accommodations request must be submitted for each course.

A Note on Harassment, Discrimination and Sexual Misconduct

Highland Community College seeks to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX, and College policy prohibit harassment, discrimination and sexual misconduct. Highland Community College encourages anyone experiencing harassment, discrimination or sexual misconduct to talk to report to the Vice President for Student Services, the Human Resources Director or complete an [online report](#) about what happened so that they can get the support they need and Highland Community College can respond appropriately.

There are both confidential and non-confidential resources and reporting options available to you. Highland Community College is legally obligated to respond to reports of sexual misconduct, and therefore we cannot guarantee the confidentiality of a report, unless made to a confidential resource. Responses may vary from support services to formal investigations. As a faculty member, I am required to report incidents of sexual misconduct and thus cannot guarantee confidentiality. I must provide our Title IX coordinator with relevant details such as the names of those involved in the incident. For more information about policies and resources or reporting options, please review our [Equity Grievance Policy](#).