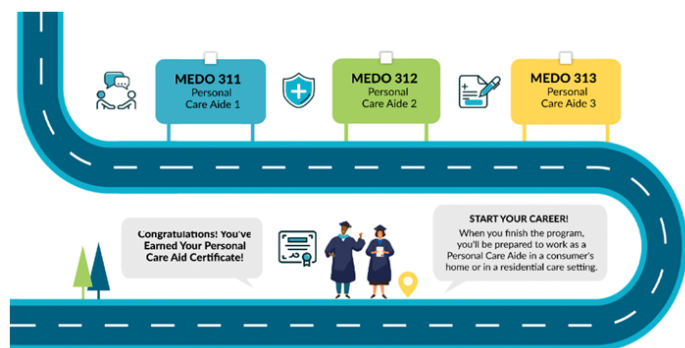


PERSONAL CARE AIDE



Certificate of Completion

Program Code: 3P39945

This program is to prepare students for an entry-level position as a Personal Care Aide. The program consists of a sequence of courses that prepares students with the knowledge and skills needed to perform the tasks of a Personal Care Aide in a consumers' home or in a residential care setting.

Code	Title	Hours
Core Courses		
MEDO 311	Personal Care Aide 1	36
MEDO 312	Personal Care Aide 2	36
MEDO 313	Personal Care Aide 3	30
Total Hours		102

Plan of Study

First Year

First Semester	Hours	Second Semester	Hours
MEDO 311		36 MEDO 313	30
MEDO 312	36		
	72		30

Total Hours 102

List of Courses

MEDO 311 **36 Hours**
Personal Care Aide 1

This course introduces key concepts for the personal care aide, working in different settings, teamwork, and professional behavior. Students will also gain foundational knowledge and skills in the following areas: working with elders; respecting clients; communication; working with depressed patients; infection control; basic nutrition and eating; body systems and common diseases; and proper body mechanics. This is the first course required for the Personal Care Aide Certificate designed to prepare students for employment as a Personal Care Aide (PCA). PCA's assist the elderly, convalescents, or persons with disabilities with daily living activities at their homes or in a care facility. *(Apportionment)*

MEDO 312 **36 Hours**
Personal Care Aide 2

Prerequisite(s): MEDO 311 Personal Care Aide 1 This course focuses on activities of daily living (ADL): bathing and personal care, toileting, bed making, and dressing.

Students will learn about working with patients with dementia, mental illness, and developmental disabilities, as well as different types of abuse and neglect. This is the second course required for the Personal Care Aide Certificate designed to prepare students for employment as a Personal Care Aide (PCA). PCA's assist the elderly, convalescents, or persons with disabilities with activities of daily living at their homes or in a care facility. *(Apportionment)*

MEDO 313 **30 Hours**
Personal Care Aide 3

Prerequisite(s): MEDO 311 Personal Care Aide 1 and MEDO 312 Personal Care Aide 2 Personal Care Aides ensure better care to people while they are aging or recovering at home.

This career development course will provide students with the skills needed to obtain employment as a personal care aide. Topics includes: resume writing, interviewing skills, and job search. Students will also complete CPR and First Aid training for certification. *(Apportionment)*