

# Activity Assistant

## 4 Month Part-time Credit Certificate Program

### Program Overview

This 220 hour, part-time credit program is designed to provide post-basic training for individuals with previous Home Support/Resident Care Attendant (HS/RCA) training and experience. Graduates will be prepared to work as Activity Assistants in a variety of settings. Students are introduced to activity as a part of life that influences, and is influenced by, health, age, interests, values and environment.

### Career Opportunities

The Activity Assistant Program provides students with opportunities to develop the knowledge, skills and values necessary to plan and implement individual and group activities for older adults in intermediate and extended care facilities and community settings. The graduate is prepared to function under the direction of an appropriate health care professional and to work collaboratively with other team members, families and volunteers.

### Program Format

Courses are offered on a part-time basis. The classroom component is typically scheduled on a weeknight and Saturdays. The practicum component is scheduled on an individual basis, reflecting the requirements of the practicum site and student.

### Program Outline

#### ACTA 100T Framework for Activity Assistant Role

##### 30 hours

An overview of the roles and responsibilities of an Activity Assistant, building on previous knowledge. Developing additional understanding about activity, and how activity influences and is influenced by health, age, interests, values and environment.

Prerequisite: Admission to the program.



#### ACTA 101T Activity for Well-Being

##### 30 hours

An exploration of the skills, knowledge and abilities necessary to function well as an Activity Assistant as part of a team fostering optimum health. Emphasizes a client-centred approach; effective communication skills; and planning and implementing activities that promote client well-being; both individually and in groups.

Prerequisite: Successful completion of ACTA 100T.

#### ACTA 102T Programming Ideas for Clients with Cognitive Impairment

##### 30 hours

A focused examination of cognitive impairment, including various types of dementia (e.g., Alzheimer's Disease, vascular dementia). Investigation and examination of effective principles and strategies for activity involvement with clients with cognitive impairment, including foundational assessment and functional ability. Prerequisite: Successful completion of ACTA 100T, ACTA 101T.

---

# Centre for Continuing Studies

## ACTA 104T Observational Practicum

### 40 hours

An opportunity for the student to observe the work and duties of the Activity Assistant and to gain an understanding of and appreciation for this role and the settings in which the Activity Assistant works. Also provides an opportunity for students to learn more about the multidisciplinary team. Prerequisite: Successful completion of ACTA 100T, Corequisite: ACTA 101T, ACTA 102T

## ACTA 103T Practicum

### 90 hours

An opportunity to integrate and apply theory and skills of activity assisting in working with clients in practice settings. This is the final component of the Activity Assistant Certificate Program. Prerequisite: Admission to the program; Successful completion of ACTA 100T, ACTA 101T, ACTA 102T, ACTA 104T.

## Admission Requirements:

- ◆ Current Home Support/Resident Care Attendant (HS/RCA) Program Certificate from an approved post-secondary institution, or equivalent standing through prior learning assessment; or \*
- ◆ Proof of employment as an HS/RCA within the last 4 years;

\* Proof of completion of the School and Community Support Worker Program (previously Community Support Worker Program)

### Notes On Admission:

- ◆ Attendance at the free program information session is highly recommended.
- ◆ Prior to starting the practicum placements, students must submit documentation of the following:
  - Completed "Immunization Requirements" form;
  - A clear Criminal Record check;
  - Foodsafe Level I certificate;
  - Current CPR C Certificate.

Please Note: Many employers require a Class IV Driver's License and a minimum of 1 year of related work experience.

## How to Apply

- ◆ Submit all the required documentation as outlined in the Admission Requirements;
- ◆ Complete a Vancouver Island University Application for Admission form;
- ◆ A one-time \$35 application fee is required for first time applicants to Vancouver Island University;
- ◆ Submit your application, along with all required documentation, to:

### In Nanaimo:

Vancouver Island University  
Registration Centre, Building 200  
900 Fifth Street, Nanaimo, BC V9R 5S5  
Or

### In Parksville:

Vancouver Island University, Registration Centre  
Box 42, 100 Jensen Ave East Parksville, BC V9P 2G3  
2nd Floor Parksville Civic & Technology Centre

Once accepted, participants will receive a letter from the Admissions Office outlining fee payment and registration procedures.

## Tuition Fees:

\$2195 plus Student and Activity Fees.

## Financial Assistance

This program is not eligible for Student Loans. Graduation Requirements

To receive a Certificate, students must successfully complete all course components of ACTA 100T, ACTA 101T, ACTA 102T, ACTA 103T, ACTA 104T. Students are required to attend class and practicum components. A minimum of 80% attendance is required for successful completion. In addition, specific class sessions may be identified as essential for successful completion.

## For More Information

For more information please refer to our website: [www.viu.ca/ccs/certificates](http://www.viu.ca/ccs/certificates) or call our toll-free number 1-866-734-6252.

*THE INFORMATION CONTAINED IN THIS DOCUMENT MAY BE SUBJECT TO CHANGE.*

*Updated 2010/03/10*

---

### Nanaimo Campus

900 Fifth Street  
Building 310  
Nanaimo, BC V9R 5S5  
Tel: (250) 740-6160  
Toll Free: 1-866-734-6252  
Fax: (250) 740-6452  
Email: [ccs@viu.ca](mailto:ccs@viu.ca)

### Parksville/Qualicum Centre

100 Jensen Avenue East, Box 42  
Parksville, BC V9P 2G3  
Tel: (250) 248-2096  
Toll Free: 1-866-734-6252  
Fax: (250) 248-9792  
Email: [pqcampus@viu.ca](mailto:pqcampus@viu.ca)

### Cowichan Campus

222 Cowichan Way  
Duncan, BC V9L 6P4  
Tel: (250) 746-3519  
Toll Free: 1-888-747-3519  
Fax: (250) 746-3584  
Email: [ccscowichan@viu.ca](mailto:ccscowichan@viu.ca)

### Powell River Campus

3960 Selkirk Avenue  
Powell River, BC V8A 3C6  
Tel: (604) 485-2878  
Toll Free: 1-877-888-8890  
Fax: (604) 485-2868  
Email: [julie.clarke@viu.ca](mailto:julie.clarke@viu.ca)

---

Visit our Website ■ [www.viu.ca/ccs](http://www.viu.ca/ccs)

---