

FLEMING

Course Outline

Course Title:	Basic Clinical Skills I		
Course Number:	HLTH35	Approval Date:	2025/8/30
Course Hours:	45 hours	Academic Year:	2025
Academic School:	Health and Community Services		
Program Co-ordinator or Equivalent:	Deryck Pollard - deryck.pollard@flemingcollege.ca		
	Kelly McKnight - kelly.mcknight@flemingcollege.ca		
Dean (or Chair):	Kym Kvasnak - Kym.Kvasnak@flemingcollege.ca		

Course Description

This course contributes to the learning outcomes, knowledge and skills required to function as a safe, competent occupational therapist assistant and physiotherapist assistant. This course examines normal functional movement and its components. The learner's ability to correctly observe, facilitate and enhance functional movement through proper handling techniques are developed through lecture and lab. Proper techniques for recording and reading vitals is introduced. Foundational documentation skills are taught.

Prerequisites: None.

Corequisites: None.

Course Delivery Type

Face to face.

All course hours are delivered in person at the delivery location specified on the academic timetable.

Learning Outcomes

Upon successful completion of this course, students will be able to:

1. Describe body movement using appropriate anatomical terminology.
2. Demonstrate proper body mechanics in the application of therapeutic interventions.
3. Identify parameters of normal posture, bed positioning, balance and deviations from the norm.
4. Demonstrate safe, therapeutic positioning, lifting and transferring strategies.

5. Demonstrate knowledge and application of observation skills in detecting and recording vital signs, recognizing normal and/or abnormalities in breathing, pulse and blood pressure.
6. Document and report relevant client information to team members.

Learning Resources

Fairchild, S. (2022). Pierson and Fairchild's Principles and Techniques of Patient Care 7th Edition, W.B. Saunders, Toronto, ON.

Patnaude, M.E. (2021). Early's Physical Dysfunction Practice Skills for the Occupational Therapy Assistant 4th Edition. Elsevier.

Costs for learning resources can be found on the Campus Store website, using the links below, or by visiting the Campus Store location at your campus.

- Sutherland: <https://www.bkstr.com/sfleming-sutherlandstore/home>
- Frost: <https://www.bkstr.com/sfleming-froststore/home>

Assessment Summary

Assessment Task	Percentage
Assignments	10%
Applied Learning	50%
Tests	40%

Student Success: Policies and Procedures

Mutually, faculty and learners will support and adhere to college Academic Regulations, and Student Rights and Responsibilities. The following policies and guidelines have been developed to support the learning process.

Please click on the link for information about:

- [Academic Integrity \(2-201A\)](#)
(<https://department.flemingcollege.ca/hr/attachment/7750/download>)
- [Accessibility for Persons with Disabilities \(3-341\)](#)
(<https://department.flemingcollege.ca/hr/attachment/5619/download>)
- [Grading and Academic Standing \(2-201C\)](#)
(<https://department.flemingcollege.ca/hr/attachment/7752/download>)
- [Guidelines for Professional Practice: Students and Faculty](#)
(<https://flemingcollege.ca/PDF/guidelines-for-professional-practice-students-faculty.pdf>)
- [Student Rights and Responsibilities \(5-506\)](#)
(<https://department.flemingcollege.ca/hr/attachment/269/download>)

If you will need academic accommodations (for example if you have a learning disability, mental health condition such as anxiety or depression or if you had an IEP in high school), please contact the [Accessible Education Services \(AES\)](https://department.flemingcollege.ca/aes/) department (<https://department.flemingcollege.ca/aes/>) to meet with a counsellor.

Alternate accessible formats of learning resources and materials will be provided, on request.

Program Standards

The **Ministry of Colleges and Universities** oversees the development and the review of standards for programs of instruction. The **Ministry of Labour Training and Skills Development** oversees the development and the review of standards for programs of instruction for Apprenticeship training in the province of Ontario. Each college is required to ensure that its programs and program delivery are consistent with these standards, and must assist students to achieve these essential outcomes.

This course contributes to Program Standards as defined by the [Ministry of Colleges and Universities](#) (MCU). Program standards apply to all similar programs of instruction offered by colleges across the province. Each program standard for a postsecondary program includes the following elements:

- **Vocational standards** (the vocationally specific learning outcomes which apply to the program of instruction in question);
- **Essential employability skills** (the essential employability skills learning outcomes which apply to all programs of instruction); and
- **General education requirement** (the requirement for general education in postsecondary programs of instruction that contribute to the development of citizens who are conscious of the diversity, complexity and richness of the human experience; and, the society in which they live and work).

Collectively, these elements outline the essential skills and knowledge that a student must reliably demonstrate in order to graduate from the program. For further information on the standards for your program, follow the MCU link (www.tcu.gov.on.ca/pepg/audiences/colleges/progstan/).

Detail Plan

Term:	2025 Fall
Program Co-ordinator or Equivalent:	Deryck Pollard - deryck.pollard@flemingcollege.ca Kelly McKnight - kelly.mcknight@flemingcollege.ca
Dean (or Chair):	Kym Kvasnak - Kym.Kvasnak@flemingcollege.ca

Learning Plan

Wks/Hrs Units	Topics, Resources, Learning, Activities	Learning Outcomes	Assessment
Week 1	Labour Day-No class Intro to Course, Terminology Lecture		
Week 2	Planes & Axes of Movement Lecture and Lab Posture Lecture	1	
Week 3	Posture Lab Body Mechanics & Lifting Lecture	1,3,4	
Week 4	Body Mechanics & Lifting Lab Bed Mobility Lecture	1-4	
Week 5	Bed Mobility Lab Balance Lecture	1-4	
Week 6	Balance Lab Written Test # 1	1-4	Written Test (20%)
Week 7	PSE # 1 (scheduled during lab time)	1-4	PSE 1 (20%)
Week 8	Independent Learning Week		
Week 9	Transfers	2,4	
Week 10	Transfers	2,4	
Week 11	Vitals PSE # 2 (PSE scheduled during lab time)	2-5	PSE 2 (20 %)
Week 12	Vital Signs Documentation	5,6	
Week 13	Documentation/SMART Goals Vitals	5,6	
Week 14	Test # 2 PSE # 3 (PSE scheduled during lab time)	2, 4-6	Test 2 (20%) PSE 3 (15%)
Week 15	Documentation Assignment	6	Assignment (5 %)

Assessment Requirements

Assessment Task	Date/Weeks	Course Learning Outcome	Percentage
Theory Test # 1	Week 6	1,3,4	20%
PSE # 1	Week 7	1-4	20%
PSE # 2	Week 11	2-4	20%
PSE # 3	Week 14	2,4-6	15%
Theory Test # 2	Week 14	3,5,6	20%
Documentation Assignment	Week 15	6	5%

A final mark of 50% or higher must be achieved in order to pass this course. At least 70% must be achieved on each Practical Skills Evaluation (PSE) as well as 50% overall on the written tests. Students who do not achieve either of these criteria will not be offered supplemental evaluations and may choose to follow Academic Regulations (Formal Written Appeal). All segments of the course and evaluation methods must be attempted.

Artificial Intelligence (AI) Statement

NO USE. Use of generative AI tools (like ChatGPT) is not permitted in this course.

It is the responsibility of students to maintain a history of records and supporting documentation to demonstrate their efforts in all academic submissions, even if submission of these is not part of the final academic deliverable.

Turnitin Statement

Students agree that by taking this course all required papers may be subject to submission for textual similarity review to Turnitin.com in support of academic integrity. All submitted papers will be included as source documents in the Turnitin.com reference database solely for the purpose of detecting plagiarism of such papers. Use of the Turnitin.com service is subject to the Usage Policy posted on the Turnitin.com site.

If students choose to opt out of using the software, they must inform their faculty member at the time of the assignment, of their refusal and meet with the faculty to discuss their options. For further information on the use of Turnitin, please refer to the [Operating Procedure 2-201E](https://department.flemingcollege.ca/hr/attachment/10233/download) (<https://department.flemingcollege.ca/hr/attachment/10233/download>)

Exemption Contact

Kelly McKnight, Program Co-ordinator, Office A2 141.5

Prior Learning and Assessment and Recognition (PLAR)

PLAR uses tools to help learners reflect on, identify, articulate, and demonstrate past learning which has been acquired through study, work and other life experiences and which is not recognized through formal transfer of credit mechanisms. PLAR options include authentic assessment activities designed by faculty that may include challenge exams, portfolio presentations, interviews, and written assignments. Learners may also be encouraged and supported to design an individual documentation package that would meet the learning requirements of the course. Any student who wishes to have any prior learning acquired through life and work experience assessed, so as to translate it into a college credit, may initiate the process by applying through the Registrar's office. For more information please click on the following link: <http://flemingcollege.ca/admissions/prior-learning-assessment-and-recognition>

Course Specific Policies and Procedures

It is the responsibility of the student to retain this course outline for future reference. Course outlines may be required to support applications for advanced standing and credit transfer to other educational institutions, portfolio development, PLAR and accreditation with professional associations.

Synchronous sessions may be recorded. As a result, your image, voice, name, personal views and opinions, and course work may be collected under legal authority of section 2 of the Ontario Colleges of Applied Arts and Technology Act, 2002. This information will be used for the purpose of supporting student learning. Any questions about this collection can be directed to the Privacy and Policy Officer at freedomofinformation@flamingcollege.ca or by mail to 599 Brealey Drive, Peterborough, ON K9J 7B1.

- Please review the Class Absence Operating Procedure (2-205) relating to missed assessments. The procedure can be found at <https://mycampus.flamingcollege.ca/group/portal/resources>
- All tests (and assignments) will be marked and mark earned will be returned to the student within two weeks of writing unless otherwise specified by the professor. Multiple choice questions may not be returned to the student. Feedback from the tests may be given in class. The mark achieved will be recorded in GradeBook in Desire2Learn.
- If the student has any questions or concerns about the grading of any evaluation method, the student must make an appointment with the professor within one week of the evaluation method being returned, and bring with them appropriate references from textbooks or notes. (Returned is defined as when the evaluation method is returned to the class)
- All assessments (assignments, quizzes, tests, presentations, labs, reports, etc.) are due on their stated due date and time unless the student has made specific arrangements with the professor. Make-up arrangements for missed assessments are normally not allowed. However, in the event of documented illness or personal circumstances, which prohibit the student from completing the assessment, make-up provisions may be provided as per the Class Absence Operating Procedure (2-205). Otherwise, late assignments will be penalized 10% a day for the first 3 days. After that, assignments will receive a grade of zero.
- Final grades in this course are assigned based on the level of academic achievement which corresponds to all of the assessment components as cited in this course outline. This course may contain assessments that require successful completion in order for a pass to be obtained in the course. These assessments will be outlined in the course outline. Faculty members will not offer additional assessments or credit recovery to individual students beyond those cited in this course outline.
- Students who are late for class/lecture/lab are a disruption to their classmates and have a negative impact on the learning environment. Your instructor will share his/her late policies early in the semester. For reasons relating to classroom management and/or laboratory safety, late students may be refused entry. Lateness in general is unacceptable and will be dealt with on an individual basis.
- Students have the responsibility to support academic honesty and integrity. Please see the Academic Integrity Policy & Procedure (2-201A). This document can be found on the student portal in the resources section.
- Electronic communication devices may be utilized for the purposes of classroom based work such as note-taking and research only.
- The teaching staff reserves the right to modify the course sequence to better meet the needs of the student group and to facilitate student learning.

- Students are encouraged to keep the course outline and marked materials until a final course grade is received at the end of the semester, or for the purposes of portfolio building and transfer credits.