EXCELSIOR COLLEGE

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CENTER FOR PROFESSIONAL DEVELOPMENT

HOME HEALTHCARE SPECIALIST

220 Hours/12 Months/Instructor-Facilitated
Course Code: **CPD138**|| Course Cost: **$2495**

OVERVIEW

A Home Health Aide (HHA) provides basic, personal care and health-related services to a variety of individuals (patients) who require more assistance than family or friends are able to provide. HHAs are part of a category of occupations that is commonly referred to as "direct care workers" - the services/care that a Home Health Aide provides depends upon their specialty area.

If you've ever thought about becoming a home health aide, our in-depth curriculum will help you learn important fundamentals and practical skills involved with the occupation. For each patient, an HHA is responsible for recording services performed, as well as the patient's condition and progress. They also record and report any changes in a patient's condition to the case manager or supervisor and also discuss observations with them. This program covers the stages of human development, prevention of the spread of infectious diseases, as well as body systems and common disorders. An 80 hour medical terminology course is also included.

MATERIALS INCLUDED

- *Homemaker Home Health Aide*
- *Medical Terminology Made Easy*
- *Dorland's Pocket Medical Dictionary (27th Edition)*

OUTLINE

Module 1 - Becoming a Home Health Aide

- Development of Home Health Services
- Types of Home Care Workers
- Long-Term Care Facilities
- Skills and Qualities of the Home Heath Aide
- Responsibilities of the Home Health Aide
- Understanding HIPPA
- Ethical Behavior
- Cultural Diversity
- Communication in the Workplace
- Effective Listening Skills
- Reporting & Documenting
- Common Hazards
- Safety Checklist
- Household Management
- Maintaining a Clean Home Environment

- Changing Bed Linens

Module 2 - Stages of Human Development

- Infancy to Adolescence
- Pregnancy & Delivery
- Normal Infant Growth and Development
- Common Childhood Illnesses
- Developmental Disabilities and Learning Disorders
- School-Aged Children
- Adolescence
- Early Adulthood
- Middle Adulthood
- The Aging Population
- Physical Changes Due to the Aging Process
- Pain & Medication

Module 3 - Preventing the Spread of Infectious Diseases & Understanding Health

- Principles of Infection Control
- Causes of Physical Illnesses
- Infection Control Measures
- Personal Protective Equipment
- Transmission-Based Precautions
- From Wellness to Illness
- Internal Health
- Observing Signs and Symptoms
- Vital Signs
- Dangers of Extreme Body Temperature
- Understanding Emotions
- The Effects of Stress
- Mental Disorders
- Effects of Emotions on Health

Module 4 - Body Systems and Common Disorders - Part 1

- Digestive System
- Common Disorders of the Digestive System
- Nutrition
- Developing Good Eating Habits
- Diet Therapy
- Urinary System
- Common Disorders of the Urinary System
- Common Disorders of the Lower Intestines and Rectum
- Measuring and Recording Fluids
- Integumentary System
- Common Disorders of the Integumentary System
- Client Hygiene
- Personal Care and Grooming
- Musculoskeletal System

- Understanding Arthritis
- Principles of Good Body Mechanics
- Applying a Transfer or Gait Belt
- Turing or Moving a Client
- Transferring a Client from Bed to Wheelchair
- Emotional Aspects of Rehabilitation

Module 5 - Body Systems and Common Disorders - Part 2

- Nervous System
- Disorders of the Nervous System
- Circulatory System
- Disorders of the Heart and Circulatory System
- Applying Elasticized Stockings
- Disorders of the Blood
- Respiratory System
- Major Respiratory Illnesses
- Assisting with Cough and Deep-Breathing Exercises
- Reproductive System
- Common Disorders of hte Reproductive System
- Sexually Transmitted Diseases
- Endocrine System
- Hyperthyroidism and Hypothyroidism
- Diabetes Mellitus
- Testing Blood
- Diet, Exercise & Drug Therapy for Diabetes

Module 6 - Clients Requiring Special Care & Employment

- Caring for the Client Who Is Terminally Ill
- Hospice Program
- Advance Directives
- Stages of Grief
- Religious and Cultural Influences
- Caring for the Client with Alzheimer's Disease
- Alzheimer's Disease Behavioral Considerations
- Alzheimer's Disease Interventions
- Caring for the Client with Cancer
- Cancer Treatments
- Types of Cancer
- Maternal Care
- Discomforts of Pregnancy
- Complications of Pregnancy
- Postpartum Mothers
- Infant Care
- Employment & Job-Seeking Skills
- Contacting Prospective Employers
- The Job Interview

Medical Terminology Overview

Common medical terminology is a critical part of the language used by health care practitioners. It is essentially a vocabulary that requires a uniform pronunciation, definition, and spelling of terms used by professionals. Individuals with medical terminology training are capable of analyzing and interpreting medical reports related to specific body systems. This program is appropriate for adults looking to learn new job skills, refresh or refine existing healthcare knowledge, or improve occupational performance by possessing a better understanding of medical terms.

This course discusses word construction and meanings that together characterize medical language. At the end of this course, you'll be able to:

- Identify medical terms and words by their component parts
- Define the body structure and its systems, cavities, planes, and positions
- Explain the importance of medical terminology in healthcare professions
- Define and build the medical terms associated with the body systems

Module 1 - Medical and Anatomical Terminology

- Word Root/Combining Forms
- Prefixes & Suffixes
- Word Examples Using Word Parts
- Information Frame
- Spell Check Tips
- Review Exercises

Module 2 - Blood Cells, Cardiovascular and Lymphatic Systems

- Word Root/Combining Forms
- Prefixes & Suffixes
- Word Examples Using Word Parts
- Information Frame
- Spell Check Tips
- Review Exercises

Module 3 - Nervous System and Tumors

- Word Root/Combining Forms
- Prefixes & Suffixes
- Word Examples Using Word Parts
- Information Frame
- Spell Check Tips
- Review Exercises

Module 4 - Digestive System

- Word Root/Combining Forms
- Prefixes & Suffixes

- Word Examples Using Word Parts
- Information Frame
- Spell Check Tips
- Review Exercises

Module 5 - Muscles, Bones and Joints

- Word Root/Combining Forms
- Prefixes & Suffixes
- Word Examples Using Word Parts
- Information Frame
- Spell Check
- Tips Review Exercises

Module 6 - Male Reproductive and Urinary Systems

- Word Root/Combining Forms
- Prefixes & Suffixes
- Word Examples Using Word Parts
- Information Frame
- Spell Check Tips
- Review Exercises

Module 7 - Female Reproductive System, Obstetrics and Neonatology

- Word Root/Combining Forms
- Prefixes & Suffixes
- Word Examples Using Word Parts
- Information Frame
- Spell Check Tips
- Review Exercises

Module 8 - Eye, Ear, Respiratory System and Special Senses

- Word Root/Combining Forms
- Prefixes & Suffixes
- Word Examples Using Word Parts
- Information Frame
- Spell Check Tips
- Review Exercises

Module 9 - Directions and Regions of the Body

- Word Root/Combining Forms
- Prefixes & Suffixes
- Word Examples Using Word Parts
- Information Frame
- Spell Check Tips

- Review Exercises

Module 10 -Pathogenic Organisms, Endocrine System and Medical Specialties

- Word Root/Combining Forms
- Prefixes & Suffixes
- Word Examples Using Word Parts
- Information Frame
- Spell Check Tips
- Review Exercises

Outlines are subject to change.
For more information, visit our Web site at: **www.excelsior.edu/CPD**,
email **CPD@excelsior.edu**, or call: **888-647-2388 ext 11-8211**