



Personal and Occupational Health, Wellness, and Safety – ESEP 005 Education and Skills for Employment Program

Course Outline

COURSE IMPLEMENTATION DATE: January 2017
OUTLINE EFFECTIVE DATE: January 2017
COURSE OUTLINE REVIEW DATE: September 2022

GENERAL COURSE DESCRIPTION:

This course looks at health and safety from a personal and occupational perspective with an emphasis on the occupational side. Students will be exposed to FoodSafe, First Aid, and WHMIS materials allowing them the opportunity to obtain certification if it fits within their educational plan. The course is experiential in nature and involves a lot of hands activities and demonstrations.

Program Information: This course is required to complete the Education and Skills for Employment Program.

Delivery: This course is delivered face to face.

COTR Credits: None

Hours for this course: 60 hours

Typical Structure of Instructional Hours:

Instructional Activity	Duration
Lecture Hours	20
Seminars / Tutorials	
Laboratory / Studio Hours	
Practicum / Field Experience	
Other Contact Hours	40
Total	60

Practicum Hours (if applicable):

Type of Practicum	Duration
On-the-Job Experience	
Formal Work Experience	
Other	
Total	

Other Contact Hours:

- Guided practice

Course Outline Author or Contact:

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Signature

APPROVAL SIGNATURES:

Department Head

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Department Head Signature

Dean Signature

EDCO

Valid from: January 2017 – September 2022

Education Council Approval Date

COURSE PREREQUISITES AND TRANSFER CREDIT:

Prerequisites: Admitted to ESEP or instructor permission

Corequisites: N/A

Flexible Assessment (FA):

Credit can be awarded for this course through FA Yes No

Transfer Credit: For transfer information within British Columbia, Alberta and other institutions, please visit <http://www.cotr.bc.ca/Transfer>.

Student should also contact an academic advisor at the institution where they want transfer credit.

Prior Course Number: N/A

Textbooks and Required Resources:

Textbook selection varies by instructor and may change from year to year. At the Course Outline Effective Date the following textbooks were in use:

Required Resources

Instructor modules and worksheets on health and nutrition, FOODSAFE Level 1, WHMIS and First Aid will be distributed to the students.

Please see the instructor's syllabus or check COTR's online text calculator

http://www.cotr.bc.ca/bookstore/cotr_web.asp?IDNumber=164 for a complete list of the currently required textbooks.

LEARNING OUTCOMES:

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

- set goals in areas of health management e.g. nutrition, fitness, stress management, leisure;
 - explain the relationship between positive health behaviours and the prevention of injury, illness, and disease;
 - demonstrate a practical knowledge of the main areas of health and wellness;
 - describe and demonstrate ways to reduce risks related to unhealthy behaviours and attitudes affecting physical health;
 - display a practical knowledge of the main ideas in the FOODSAFE Level 1 course;
 - demonstrate a practical knowledge of the main ideas in the WHMIS course;
 - demonstrate a practical knowledge of the main ideas in a course in First Aid; and
 - exhibit a practical knowledge of health and safety at work.
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COURSE TOPICS:

- Personal Health and Wellness
- First Aid
- FOODSAFE
- Occupational Health and Safety
- WHMIS

See instructor syllabus for the detailed outline of weekly readings, activities and assignments.

EVALUATION AND ASSESSMENT (Face-to-Face Delivery):

Assignments	% of Total Grade
Assignments including demonstrations, presentations, and written work	70%
Quizzes and tests	<u>30%</u>
Total	100%

COURSE GRADE:

Students are expected to meet or exceed their present level of job readiness. Punctuality and regular attendance in all scheduled classes is critical to student success. A high level of participation, motivation and interest in the course work and a positive attitude in feedback and evaluation situations are part of the evaluation and assessment process. Students are expected to demonstrate effective coping skills, problem solving strategies and appropriate communication skills in all class activities. Students are expected to maintain the highest level of personal hygiene and dress 'for the interview' for each classroom session. A score of 75% or higher is required.

COM	Completed to defined standard
NCG	No Credit Granted

ACADEMIC POLICIES:

See www.cotr.bc.ca/policies for general college policies related to course activities, including grade appeals, cheating and plagiarism.

COURSE CHANGES:

Information contained in course outlines is correct at the time of publication. Content of the courses is revised on an ongoing basis to ensure relevance to changing educational, employment and marketing needs. The instructor endeavours to provide notice of changes to students as soon as possible. The instructor reserves the right to add or delete material from courses.