

SOUTHEAST COMMUNITY COLLEGE
BUSINESS DIVISION
Long Term Care Administration Program
Revision Date: 08-26-19

I. CATALOG DESCRIPTION

Course Number: LTCA2000
Course Title: Physical Environment & Safety in Long Term Care
Prerequisite(s): None

Catalog Description: Standards and regulations for buildings, grounds, equipment and maintenance including ADA, OSHA, LSC and NFPA; roles and requirements of environmental staff(maintenance, housekeeping and laundry) including preventive maintenance, potential hazards, safety and infection control; emergency preparedness and response including All Hazards Disaster Planning and the Incident Command System; Creating a home-like environment; Environmental Safety & Security; Quality Assurance and performance improvement.

Credit Hours: 3.0
Class Hours: 45
Lab Hours: 0
Total Contact Hours: 45

II. COURSE OBJECTIVES: *Course will:*

- A. Discuss applicable standards and regulations for buildings, grounds, equipment and maintenance
- B. Examine the roles and responsibilities of environmental staff in long term care
- C. Discuss environmental safety and security
- D. Examine emergency preparedness and response approaches
- E. Discuss person-centered care in the context of creating a safe, home-like environment
- F. Discuss QAPI (Quality Assurance and Performance Improvement)

III. STUDENT LEARNING OUTCOMES AND GENERAL EDUCATION LEARNING OUTCOMES:

- A. Student Learning Outcomes: *Student will be able to:*
 - 1. Define applicable ADA, OSHA, LSC and NFPA standards and regulations
 - 2. Describe the roles and responsibilities of environmental staff in long term care
 - 3. Identify the elements of All Hazards Disaster Planning
 - 4. Access and utilize available resources related to safety and emergency preparedness
 - 5. Collaborate with others to develop a plan for emergency preparedness and response
 - 6. Discuss creating a home-like environment in the context of applicable regulatory requirements
 - 7. Apply QAPI tools in an actual long term care setting
- B. General Education Learning Outcomes (GELOs)
 - 1. GELO 3: Critical Thinking & Problem Solving
Outcome 1: Collect, identify, interpret and analyze data.

IV. CONTENT/TOPICAL OUTLINE *(course outline may provide more detailed information)*

- A. Course Introduction & Overview
- B. Federal & state standards and regulations for buildings, grounds, equipment and maintenance
- C. Environmental Services in Long Term Care
- D. Environmental Safety & Security

- E. Emergency Preparedness & Response
- F. Creating a home-like environment
- G. Quality Assurance & Performance Improvement

V. INSTRUCTIONAL MATERIALS

- A. Required Text(s): None
- B. Other Resources: Websites:
 ADA <http://www.ada.gov/>
 OSHA <https://www.osha.gov/index.html>
 Life Safety Codes <http://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/CertificationandCompliance/LSC.html>
 NFPA <http://www.nfpa.org/>
 Articles and other web based resources will be included in this course

VI. METHODS OF PRESENTATION/INSTRUCTION

- A. Methods of presentation typically include a combination of the following:
 - 1. Instructors will make use of varied instructive techniques including several of the following: lectures, small and large group discussion, collaborative projects, guest speakers, case studies, research, peer response and evaluation, journals, essays and/or written papers, conferences, computer-assisted instruction, interactive/creative methods, multi-media and field trips.

VII. METHODS OF EVALUATION

- A. Methods of evaluation typically include a combination of the following:
 - 1. Course grades, at the determination of the instructor, will be based on exams, class and group participation, daily work and worksheets, projects and papers. Instructor will distribute and discuss evaluation and their grading policies with the students at the beginning of the each quarter.
 - 2. Online courses do not accept late assignments without prior discussion with the instructor
- B. SCC STANDARD GRADING SCALE POLICY:

A+	95-100	C+	75-79
A	90-94	C	70-74
B+	85-89	D+	65-69
B	80-84	D	60-64
		F	Below 60

VIII. SPECIFIC COURSE REQUIREMENTS:

- A. Requires a grade of “C” or above to meet graduation requirements for the Long Term Care Administration Program.