Prior Learning Assessment and Recognition (PLAR)

Continuing Care Assistant Certificate

PLAR Candidate Guide

Prior Learning Assessment and Recognition (PLAR)

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Prior learning credit options at Saskatchewan Polytechnic

See Get Credit for What you Know for important information about all options to get credit for prior learning at Sask Polytech, including PLAR, transfer credit, Canadian Armed Forces credit, and equivalency credit.

How to navigate this document

This document contains links to other document sections or webpages. To return to where you were from another section in this document, press the *ALT* key and *left arrow* key at the same time. To return to this webpage from another webpage, close the other webpage or click back on the browser tab for this document.

Contents of this guide

This guide contains the following specific PLAR information and tools for this program

A. PLAR eligibility and options
B. PLAR fees
C. Dates when PLAR assessment is available
D. Special directions for this program
E. PLAR contact person
F. Self-rating course outlines

A. PLAR eligibility and options

This program offers two PLAR options:

1. **Course Challenge PLAR (Course-by-Course Assessment)**
   Available to candidates with prior learning acquired through education, training, and/or experience in a Canadian healthcare setting that aligns with the learning outcomes of one or more courses in the Continuing Care Assistant program.

2. **Clinical PLAR – lab assessment**
   Available to candidates who:
   - Have a minimum of **500 hours of field experience** in a Canadian healthcare setting.
   - Have **completed all theory courses** in the Sask Polytech Continuing Care Assistant program.
   - Have achieved a **GPA of 60% or higher**.
   - Require only **CLIN 100 and CLIN 219** to complete the program.

Please consult with the PLAR contact person to confirm eligibility and ensure all requirements have been met.

B. PLAR fees

Fees for PLAR challenges are set to cover our costs for consultation, assessment, and related administrative tasks. PLAR fees are non-refundable and non-transferrable.

The fees the 2026-27 AY are as follows:

1. **Course Challenge PLAR -** $77.55 per credit *(total fee will vary)*
2. **Clinical PLAR -** $1163.35 (Clin 100 $542.90 and Clin 219 $620.45 *(15 credits)*

The PLAR fees policy is subject to change for each new academic year. Please see the **Cost** section on the PLAR webpage for current fee information.

C. Dates when PLAR assessment is available

PLAR assessment for this program is available from Sept 1 to June 15 in each academic year.

Specific PLAR deadlines are subject to assessor and simulation lab availability and will vary depending on which PLAR option is selected. All deadlines will be clearly communicated by your PLAR assessor once approved.

D. Special directions for this program

1. **Review** the PLAR process and FAQs and the information in this guide.
2. **Self-rate** your learning for each course using the Course Outlines in this guide. If you rate as Competent in most outcomes, you may be eligible for PLAR.
3. **Consult** with the PLAR contact person for PLAR approval. You will need to provide your resume, a summary of your course self-ratings (see section F), and a partially completed PLAR application. An intake interview may be required to determine which PLAR option might be the best fit. If you are approved for PLAR, the contact person will sign your PLAR application and explain next steps.
4. **Register** for PLAR at Registration/Enrolment Services once you have signed approval on your PLAR Application Form. The PLAR fee will be added to your student account.
5. **Finalize** an assessment plan with your assigned assessor**.**

6. **Complete** assessment before your PLAR registration expires.

E. PLAR contact person

Contact the Program Head below to arrange a consultation **after** you have read this guide and general PLAR information **and** rated yourself for each course (see next section). Consultation may be by phone, online, or in person. Be prepared to provide your resume, course self-ratings, and a partially completed PLAR application. If agreement is reached to go ahead with PLAR, the contact person will sign approval on your PLAR application and explain the next steps. Admission to the program is required before you can register for PLAR.

Continuing Care Assistant PLAR
Saskatchewan Polytechnic
PH: 306 – 659 - 5060
Email: ccaplar@saskpolytech.ca

F. Self-rating course outlines

Clicking on a course code below opens a page where you can rate yourself on the knowledge and skills assessed for PLAR credit. For Arts & Sciences courses, clicking on the course code opens another PLAR guide. The PLAR contact person for this program will refer you to another person to discuss PLAR for courses delivered by Arts & Sciences or another program/department.

COURSE CODE	COURSE NAME	Delivered by another department/program
Semester 1		
ANAT 100	Body Systems	
CLIN 100	Clinical 1 – Special Care	
COMM 291	Interpersonal Communications	Arts and Sciences
DEMC 100	Dementia Care	
SOCI 160	Foundations of Sociology	Arts and Sciences
SPCR 104	Personal Care 1	
SPCR 105	Personal Care 2	
SPCR 106	Introduction to Caregiving	
SPCR 192	Personal Competence	
Semester 2		

COURSE CODE	COURSE NAME	Delivered by another department/program
CLIN 219	Clinical 2 – Special Care	
COMM 197	Helping Skills	Arts and Sciences
HUMD 187	Human Growth and Development	
SPCR 101	Observing, Reporting, and Recording	
SPCR 102	End of Life Care	
SPCR 107	Community Care	
SPCR 108	Special Procedures	
SPCR 284	Special Needs 1	
SPCR 285	Special Needs 2	

ANAT 100 - Body Systems

You will receive a basic introduction to body systems. You will study the structure of organs and systems in the human body, and how they function efficiently.

Credit unit(s): 2.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
1. Define key anatomical terms.			
2. Identify basic cellular structures.			
3. Describe the structure and function of each body system.			
4. Recognize how the body systems work together.			

CLIN 100 - Clinical 1 - Special Care

In a long-term care setting, you will participate in a supervised clinical experience following the hours of work of that site. You will assist clients who require personal care/comfort.

Credit unit(s): 7.0
Prerequisites: SPCR 101, ANAT 100, SPCR 192, COMM 291
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
1. Develop employability skills.			
2. Comply with agency policies and procedures.			
3. Develop interpersonal communications.			
4. Demonstrate basic principles of infection control.			
5. Assist with basic client care.			
6. Demonstrate principles of safety for self and others.			

COMM 291 – Interpersonal Communication

You will develop employability skills through the study of interpersonal communications theory and applications in the workplace. Learning outcomes include the importance of self-awareness and self-esteem, perception problems, verbal and nonverbal messages, and listening skills, creating positive communication climates and resolving interpersonal conflict.

Credit unit(s): 2.0
Prerequisites: SPCR 101, ANAT 100, SPCR 192, COMM 291
Corequisites: none
Equivalent course(s): BCOM 103, COMM 112, COMM 195, HUMR 182, HUMR 186, JOBS 190, NEPS 114, NURS163

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
1. Describe interpersonal communication.			
2. Describe how self-concept and perception affect communication.			
3. Discuss verbal and nonverbal messages.			
4. Discuss factors affecting communication climates.			
5. Apply skills to improve communication.			

DEMC 100 - Dementia Care

You will study the types, behaviors and assessment techniques for dementia. You will learn how to promote optimal levels of functioning throughout the disease progression and manage critical incidents. Issues related to institutional care placement and the impact dementia has on the family will be examined.

Credit unit(s): 4.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
1. Describe dementia.			
2. Describe the types of dementia.			
3. Explain assessment techniques and tools.			
4. Explain the progression of dementia.			
5. Describe interventions that promote an optimal level of functioning.			
6. Describe care of clients with dementia.			
7. Describe issues that affect families providing care.			
8. Explain interventions for critical incidents.			
9. Describe institutional environments.			

SOCI 160 - Foundations of Sociology

Using your sociological imagination, you will examine how to practice sociology, and learn about the importance of culture, socialization, and the family. You will discuss social inequality in Canada, as well as explore the concepts of social control and deviance. Your studies will also include issues related to the power of mass media, the dualism of sex and gender, and race and ethnicity. You will have an opportunity to examine collective behavior, social movements, social change, and globalization.

Credit unit(s): 3.0
Prerequisites: none
Corequisites: none
Equivalent course(s): NUTR 198, SOCI 184

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
1. Examine how to practice sociology.			
2. Examine the importance of culture, socialization, and the family.			
3. Examine social inequality in Canada, as well as the notions of social control and deviance.			
4. Discuss mass media and the dualism of sex and gender.			
5. Examine race and ethnicity.			
6. Discuss collective behavior, social movements, social change, and globalization.			

SPCR 104 - Personal Care 1

You will have the opportunity to become skilled at assisting clients in meeting personal care needs. You will study infection control, body mechanics, bed making, positioning clients, oral care, and assisting to feed clients.

Credit unit(s): 2.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
1. Discuss principles of infection control.			
2. Demonstrate proper body mechanics.			
3. Demonstrate bedmaking.			
4. Demonstrate assistance with mobility and positioning.			
5. Demonstrate assistance with feeding.			
6. Demonstrate oral care.			

SPCR 105 - Personal Care 2

Building on the skills you learned in Personal Care 1, you will become skilled at assisting clients in meeting personal care needs. You will study grooming and dressing, foot and nail care, and elimination care.

Credit unit(s): 3.0
Prerequisites: SPCR 104
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
1. Demonstrate basic personal care.			
2. Demonstrate nail and foot care.			
3. Assist clients with grooming and dressing.			
4. Assist clients with elimination needs.			

SPCR 106 - Introduction to Caregiving

You will examine the role of the Continuing Care Assistant as part of the interprofessional team and discuss the attributes that are required to be a successful team member. Client and family-centered care will be discussed with the use of effective communication to build rapport and trust. Safe practices will be explored to ensure safety for the client and caregiver.

Credit unit(s): 1.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
1. Discuss the professional role of the Continuing Care Assistant.			
2. Discuss client and family-centered care.			
3. Describe effective communication.			
4. Describe safe practices with care.			

SPCR 192 - Personal Competence

Your studies will focus on the goals and philosophy of health care services in Saskatchewan. You will learn how these goals are reflected in the activities of the agency and on your role as a caregiver. You will learn about your role in providing care services within a multicultural dynamic setting. The course content also includes interprofessional work environments, personal health, employability skills, and types of abuse (for example: aregiver, neglect and abandonment, sexual and financial).

Credit unit(s): 2.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
1. Discuss factors that influence health.			
2. Discuss health care services in Saskatchewan.			
3. Explain the professional role of the Continuing Care Assistant in the health care system.			
4. Describe interprofessional work environments.			
5. Describe cultural and religious diversities.			
6. Discuss Indigenous health.			
7. Describe abuse.			

CLIN 219 - Clinical 2 - Special Care

In a long-term care setting, you will participate in a supervised clinical experience following the hours of work of that clinical site. You will provide care for clients who require assistance with activities of daily living.

Credit unit(s): 8.0
Prerequisites: CLIN 100, COMM 197, COMM 291, DEMC 100, HUMD 187, SOCI 160, SPCR 101, SPCR 102, SPCR 106, SPCR 107, SPCR 108, SPCR 284, SPCR 285
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
1. Demonstrate employability skills.			
2. Comply with agency policies and procedures.			
3. Engage in interpersonal communications.			
4. Demonstrate advanced principles of infection control.			
5. Demonstrate principles of food safety.			
6. Plan basic client care (for clients with altered states of health or special needs).			
7. Demonstrate principles of safety for self and others.			
8. Observe client condition.			
9. Assist with special procedures as available and appropriate.			
10. Document observations.			

COMM 197 – Helping Skills

You will apply communication skills to facilitate a helping relationship with your clients, their families, significant others, other health care staff, as well as various other professionals.

Credit unit(s): 1.0
Prerequisites: COMM 291
Corequisites: none
Equivalent course(s): COMM 160, COMM 293, HUMR 186, NEPS 112, NURS 163

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
1. Demonstrate helping skills.			
2. Apply practical helping skills.			

HUMD 187 – Human Growth and Development

You will learn the physical, social, intellectual and emotional aspects of human growth and development from infancy to old age. You will also study the effects of aging on society.

Credit unit(s): 2.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
3. Describe growth and development from birth to 5 years of age.			
4. Describe growth and development for children 6 to 12 years.			
5. Describe growth and development individuals 13 to 20 years.			
6. Describe growth and development for individuals 21 to 40 years.			
7. Describe growth and development for individuals 41 to 65 years.			
8. Describe the aging process of individuals 65 years plus and the effects of aging on society.			
9. Describe the family unit.			

SPCR 101 - Observing, Reporting, and Recording

You will learn written and oral communication skills required in the work place. The course content includes basic concepts of simple arithmetic, basic medical terminology, concept mapping, observing and reporting on client's status, client and personal work plans.

Credit unit(s): 2.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
1. Solve basic mathematical problems.			
2. Describe medical terminology, 24 hour time and the metric system.			
3. Describe client observations.			
4. Describe methods of reporting and recording of client information.			
5. Describe client care planning.			
6. Develop a personal work plan.			

SPCR 102 - End of Life Care

Your studies will cover death and dying in the Canadian context. You will study the basic needs and interventions of the dying client. You will also cover grief, the grieving process and the impact of life threatening illnesses on the family members.

Credit unit(s): 2.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
1. Examine death and dying.			
2. Examine the dying person's experiences.			
3. Examine interventions of end of life care.			
4. Examine grief and grieving processes.			

SPCR 107 - Community Care

You will learn how to promote client independence in a safe home environment. Examination of community resources will help you learn how to promote socialization for seniors. Nutritional challenges and activity for seniors will be discussed as well as the employment standards for working alone in home care.

Credit unit(s): 2.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
1. Demonstrate knowledge of home safety.			
2. Discuss community resources for companionship and socialization for seniors.			
3. Describe the nutritional challenges for homecare clients.			
4. Examine the benefits and challenges of activity for seniors in the community.			
5. Identify employment standards for working alone in homecare.			

SPCR 108 - Special Procedures

You will be introduced to the Continuing Care Assistant's role in assisting with special procedures. You will learn about assignment of tasks and perform basic measurements and simple treatments. Client assessment will also be discussed. You will acquire the theory and skills required to assist clients who have post-acute surgical or medical conditions.

Credit unit(s): 4.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
1. Identify acute care environments and the surgical experience.			
2. Describe assignment of tasks.			
3. Describe basic assessment skills.			
4. Measure vital signs.			
5. Perform simple treatments.			
6. Describe care for clients with post-surgical complications.			
7. Describe post-surgical medical situations.			
8. Examine pain management.			
9. Discuss the Continuing Care Assistant's role in caring for clients discharged from medical care.			

SPCR 284 - Special Needs 1

Your studies will cover the basic needs and interventions of clients with disruptions in their sensory organs, body systems (i.e. cardiovascular, musculoskeletal, neurological and endocrine) and body functions (i.e. genitourinary and gastro-intestinal).

Credit unit(s): 3.0
Prerequisites: none
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
1. Explain how basic needs are affected by acute illness and chronic conditions.			
2. Describe the interventions to assist the client with a chronic condition.			
3. Recognize the care required with a disruption in sensory organs.			
4. Recognize the care required with a disruption in cardiovascular function.			
5. Recognize the care required with a disruption in respiratory function.			
6. Recognize the care required with a disruption in musculoskeletal function.			
7. Recognize the care required with a disruption in neurological function.			
8. Recognize the care required with a disruption in endocrine function.			
9. Recognize the care required with a disruption in genitourinary function.			
10. Recognize the care required with a disruption in gastro-intestinal function.			

SPCR 285 - Special Needs 2

Your studies will cover the basic needs and interventions of clients with infectious diseases, cancer, altered mental abilities, disruption in mental health, and alcohol and drug dependency. You will learn the specific care required for bariatric clients.

Credit unit(s): 2.0
Prerequisites: SPCR 284
Corequisites: none
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome **Competent:** I can apply this outcome without direction or supervision. **Learning:** I am still learning skills and knowledge to apply this outcome. **None:** I have no knowledge or experience related to this outcome.	**Competent**	**Learning**	**None**
1. Identify the care required for infectious diseases.			
2. Recognize the care required for clients with cancer.			
3. Determine the care required for bariatric clients.			
4. Recognize the care required for altered mental abilities.			
5. Determine the care required for a client with a disruption in mental health.			
6. Recognize the care required with alcohol and drug dependency.			