

Appendix 4: Minimum Program Entry Requirements

Note: These are the *minimum* program entry requirements; an educational institution may set admissions standards that exceed these requirements (e.g. setting higher program entry requirements),

All Applicants:

Prior to acceptance:

1. Proof of Grade 10 graduation or mature student status
2. Proof of meeting **English Language Competency Requirements**
 - English 10 or equivalent (for applicants whose first language is English)
 - Standardized English language proficiency test score (for applicants whose first language is not English)

Notes for Admission:

The following are to be completed prior to the first practice education experience:

- a) Proof of meeting current immunizations / vaccinations as per health care organization policies / guidelines (or signed vaccination exemption form, except TB)
- b) Criminal record check from the Ministry of Public Safety and Solicitor General, including clearance to work with vulnerable adults.
- c) First Aid
- d) CPR Level “C” or “HCP”
- e) Foodsafe Level I (or a course deemed equivalent)
- f) Provincial Violence Prevention Curriculum (PVPC) E-Learning Modules

Educational institutions should publish / provide information to prospective applicants about additional practice education and workplace specific health and safety requirements. Practice education partner sites may also have other training / certification standards prior to placement. For placements at BC Health Authority sites, educational Institutions should carefully consult the Practice Education Guidelines (PEGs) to ensure that they comply with practice guideline standards. Approved PEGs are posted on the: HSPnet website: <http://www.hspscanada.net/managing/content-management.asp>

The knowledge and skills offered in the First Aid, CPR Level “HCP” and Foodsafe Level I courses are not included in the provincial curriculum. Individual institutions may choose to include some or all of these courses as part of the HCA program. In these cases, the hours for these courses would be above and beyond the required minimum program hours.

If an educational institution is seeking to admit international students to the HCA Program, a police certificate from the country of origin should be supplied given that HCA program students will be providing care to vulnerable clients within the practice education components of the program. For further information, see information provided at: <https://www.canada.ca/en/immigration-refugees-citizenship/services/application/medical-police/police-certificates/how.html>

A list of courses deemed equivalent to BC FOODSAFE Level I is provided on this webpage: <http://www.bccdc.ca/health-info/food-your-health/food-safety/food-safety-training>

Most HCA programs will require students complete the Provincial Violence Prevention Curriculum E-Learning Modules during the online Student Practice Education Core Orientation (SPECO). In the alternate, these modules may be accessed at <http://www.heabc.bc.ca/Page4272.aspx#.Wxb3U4oh2Uj>.

**To further consolidate students’ learning and development in violence prevention, interested educators may wish to arrange for the 8-hour in person workshop offered through SafeCare BC, <http://safecarebc.ca/>*



BC Health Care Assistant (HCA) Programs English Language Competency Requirements

To be accepted into a recognized BC HCA program, applicants are required to demonstrate proficiency in English. Students must be able to communicate effectively in English in order to be successful in their studies and to be capable of providing safe and competent care to patients/clients/residents in the work environment. Teamwork and communication failures are a primary cause of patient safety incidents in healthcare; the ability to communicate effectively is one of the fundamental safety competencies identified by the Canadian Patient Safety Institute (CPSI).

All BC HCA program applicants are required to demonstrate English language proficiency. Domestic and/or international applicants whose first language is not English will need to take a standardized proficiency assessment to confirm communicative competency in all four language skills areas (speaking, listening, reading and writing).

Domestic and/or international applicants

Applicants whose first language is English

Requirement:

English 10 or equivalent

Evidence of one of the following:

1. Proof of completion of Grade 10 English; or
2. College courses determined to be equivalent to completion of Grade 10 English (or higher) by post-secondary institutions. Applicants must produce transcripts as evidence of completion. A minimum of a C grade is acceptable.
3. Canadian Adult Achievement Test (CAAT):
Reading Comprehension 35/50
Spelling 23/32
4. Language Placement Index (LPI):
The three individual scores (Sentence Structure, English Usage, and Reading Comprehension) must total a minimum of 20, out of a maximum possible score of 40. Essay level of 4, with a minimum essay score of 24/40
5. Accuplacer:
Grade 10 level or higher
Recommended Cut Scores*:
Reading Comprehension 60
Sentences Skill 55
Writeplacer 4

**Educational institutions may conduct their own predictive validity studies to confirm appropriate cut scores*

Applicants whose first language is not English

Requirement:

Standardized English language proficiency test score from an authorized assessment centre

Evidence of one of the following test scores:

1. Canadian Language Benchmark Placement Test (CLB PT): test within the last year: Listening 7, Speaking 7, Reading 6 and Writing 6 Note: a CLB Report Card from a LINC Program may also be accepted.
2. Canadian English Language Proficiency Index Program (CELPIP – General): test within the last two years, Listening 7, Speaking 7, Reading 6 and Writing 6
3. International English Language Testing System (IELTS): Academic or General -- test within the last two years: Overall score of 6 with a minimum of 6 in Speaking and Listening and no score lower than 5.5 in Reading and Writing
4. Canadian Academic English Language Assessment (CAEL)-- -- test within the last two years: Overall Score of 60, with no section less than 50
5. The Test of English as a Foreign Language (TOEFL): test within the last two years, IBT only -- Overall score of 76 with no score lower than 20 in Speaking and Listening and no score lower than 18 in Reading and Writing

In cases where applicants already hold Canadian English Language Benchmark Assessment for Nurses (CELBAN) results (testing within the last 2 years), the following minimum scores will be accepted: Speaking 7, Listening 7, Reading 6, Writing 6.

Additional Criteria - English Language Competency Requirements

To confirm the appropriate level of English proficiency, Language Instruction for Newcomers (LINC) Report Cards (also may be known as ESL Student Progress Reports) would need to specify that an applicant's current language level ("CLB levels now"), as "Completing" CLB Speaking 7, Listening 7, Reading 7 and Writing 7 AND that the "Recommended Class Placement for Next Term / Course" as Speaking 8, Listening 8, Reading 8 and Writing 8.

It is important for educational institutions to have a process in place to confirm that the CLB PT has been conducted by a qualified assessor at a licensed site. Please find information about HCA English Language Proficiency Tests and Authorized Assessment Centre Locations at the following link:

https://www.cachwr.bc.ca/Documents/HCA-Program-Entry-English-Proficiency-Tests_Info.aspx

To support educational institutions in ensuring applicants meet Registry English language competency requirements, the following criteria have been put into place:

1. To achieve functional language proficiency and be termed as a speaker of English as a first language, one would require seven (7) years of education in a listed country with English language systems/institutions (see list provided below). These years could be acquired in either a consecutive or non-consecutive manner. If, however, these years were all consecutive and inclusive of only secondary or post-secondary education in an English-speaking environment, the number of years to be considered as a speaker of English as a first language could be achieved in a period of three (3) years.

2. To ensure consistency and quality assurance in student program entry, institution-created tests are not acceptable for the assessment of applicants whose first language is not English at this time.¹¹

3. The Registry has established the following list of countries as those with English language systems / institutions.¹²

Countries with English language systems / institutions (where English is a primary, official language and the language used for education)

American Samoa	Dominica	Mauritius	Uganda
Anguilla	Falkland Islands	Montserrat	United Kingdom (England, Scotland, Wales and Northern Ireland)
Antigua	Fiji	New Zealand	United States of America (USA)
Australia	Ghana	Seychelles	US Virgin Islands
Bahamas	Grenada	Singapore	
Barbados	Guam	South Africa	
Belize	Guyana	St. Kitts and Nevis	
Bermuda	Irish Republic	St. Lucia	
British Virgin Islands	Jamaica	St. Vincent	
Cayman Island	Kenya	Trinidad and Tobago	
Canada*	Malta	Turks and Caico Islands	

*Applicants educated in Quebec at an institution where the language of instruction was not English, must meet the current English language proficiency requirements.

¹¹ In cases of proven hardship, (e.g. College is located in a remote location and there is no local access to any of the listed tests), the educational institution may contact the Registry.

¹² Weighted criteria to determine inclusion of a country on this list were: use of English as by more than 50% of the population, country literacy rate as compared to world literacy rate, School Life Expectancy (SLE) rate as compared to the world SLE rate, schooling in languages other than English in primary grades and consistency of listing by Canadian post-secondary institutions.

HCA ESL Program Entry

For institutions offering a combined ESL HCA program (a minimum of 12 weeks/300 hours of additional program time for English language skills instruction), applicants will require evidence of one of the following test scores when applying for program entry:

1. **Canadian Language Benchmark Placement Test (CLB PT)** -- test must be within the last year: Listening 6, Speaking 6, Reading 5 and Writing 5.

Note: a CLB Report Card from a LINC Program may also be accepted.¹³
2. **Canadian English Language Proficiency Index Program (CELPIP – General)** -- test must be within the last two years: Listening 6, Speaking 6, Reading 5 and Writing 5.
3. **International English Language Testing System (IELTS) Academic or General** -- test must be within the last two years: Overall score of 5.5 with a minimum of 5.5 in Speaking and Listening and no score lower than 5.0 in Reading and Writing.
4. **Canadian Academic English Language Assessment (CAEL)** -- test must be within the last two years: Overall Score of 50, with no section less than 40.
5. **The Test of English as a Foreign Language (TOEFL)** -- test must be within the last two years.
IBT only: Overall score of 56 with no score lower than 15 in Speaking and Listening and no score lower than 13 in Reading and Writing.

¹³ To confirm the appropriate level of English proficiency, Language Instruction for Newcomers (LINC) Report Cards (also may be known as ESL Student Progress Reports) would need to specify that an applicant's current language level ("CLB levels now"), as "Completing" CLB Speaking 6, Listening 6, Reading 6 and Writing 6 AND that the "Recommended Class Placement for Next Term / Course" as Speaking 7, Listening 7, Reading 7 and Writing 7.