

BIOLOGICAL AGING

GN-401

Examine theories of biological aging, normal physiological and anatomical changes, and changing requirements for nutrition and physical activity, including health promotion. Additional topics include health promotion measures to cope with biological aging and treatment measures for dysfunctional effects of common health problems.

HUMAN RESOURCE MANAGEMENT

HRMT-301

This course provides you with an introduction to the functional areas of human resource management. Upon completion of the course you will be able to develop and apply appropriate HRM strategies to address a variety of organizational issues.

NUTRITION AND HEALTH

FW-104

Examine the basic principles of nutrition, the nutritional requirements throughout the life cycle and the rationale and importance of therapeutic diets. Use the Nutritional Care Manual (ODA/OHA) and receive a copy of Canada's Food Guide.

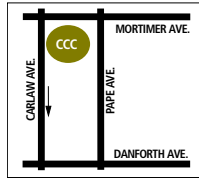


How to find us

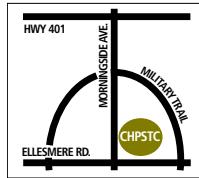
Our courses are offered evenings and weekends
centennialcollege.ca/about/location.htm



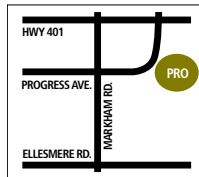
ASHTONBEE CAMPUS
75 Ashtonbee Rd.



THE CENTRE FOR CREATIVE
COMMUNICATIONS
951 Carlaw Ave.



CENTENNIAL HP SCIENCE
AND TECHNOLOGY CENTRE
755 Morningside Ave.



PROGRESS CAMPUS
941 Progress Ave.

For more information:

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Web: centennialcollege.ca/ce

TO REGISTER: call 416-289-5300 or visit any campus
Enrolment Services office.

CENTENNIAL
COLLEGE

School of
Continuing
Education &
Corporate
Training

Long Term
Care and
Retirement
Facilities
Management

Continuing Education – part-time
evening, weekend and online
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The Future of Learning

Certificate of Achievement in Long Term Care and Retirement Facilities Management Program Code 7154

Due to the aging population and the commitment from the Ministry of Health and Long-Term Care to provide long term care beds in Ontario, there is an increasing demand for qualified administrators (long-term care) and general managers (retirement homes). This demanding career is accountable for the administration and management of the facility operations.

This program is ideal for those with an academic background and/or managerial experience in a related health or business discipline. The competency-based curriculum will prepare students for a challenging, dynamic management career in a recognized sector that predicts a labour shortage over the next 10 years.

For further information, please see our website at centennialcollege.ca/ce, or call 416-289-5000 ext. 8046, or email ihenry@centennialcollege.ca

ADMISSION REQUIREMENTS

Successful completion of a recognized post-secondary institution degree or diploma (college or university) in one of the preferred subject areas:

1. health science/community services
2. food and nutrition management
3. recreation and leisure
4. hospitality and tourism (focus in accommodation or food and beverage)
5. business administration

and/or have relevant management experience or permission of the department

COMPLETION REQUIREMENTS

Administration	LTCR-700
Financial Management for Long Term Care	LTCR-701
Marketing for Long Term Care Facilities	LTCR-702
Facilities Management	LTCR-703
Advanced Management Practices	LTCR-704
Case Studies Portfolio	LTCR-803
Biological Aging	GN-401
Human Resource Management	HRMT-301
Nutrition and Health	FW-104

Course Descriptions

ADMINISTRATION

LTCR-700

This course examines the structure of the health care system and the concept of client-centred care. The roles of governments, funding and provision of health services is examined. Learn what the legal responsibilities are for you and your staff, and how to meet these effectively and efficiently. Also, learn the basics of information systems management and the strategic use of information technology.

FINANCIAL MANAGEMENT FOR LONG TERM CARE

LTCR-701

The learner will identify and explore the factors that are relevant to financial decision making and budgeting. The course focuses on the learner's ability to use a variety of standard problem solving tools of financial management and standard budgeting formats in both the private and not-for-profit sectors of the business. Special emphasis will be placed on a well-developed Canadian financial infrastructure, funding and health care system.

MARKETING FOR LONG TERM CARE FACILITIES

LTCR-702

This course introduces the learner to consumer-based services marketing as applied to the Long Term Care and Retirement Living industry. Students will define marketing, distinguish between product and services marketing, and demonstrate an understanding of consumer behaviour, market segmentation, the marketing mix and their application to the marketing plan.



FACILITIES MANAGEMENT

LTCR-703

Management in Long Term Care and Retirement Homes is responsible for the operation of its facilities. A key area that needs to be managed well to operate a successful operation is the physical plant. Being able to understand and monitor heating, ventilation and air conditioning systems to offer resident comfort and reduce costs is important. Departmental organization, job descriptions, resources, and budgets for this department will be studied.

ADVANCED MANAGEMENT PRACTICES

LTCR-704

Management of an organization requires the planning, organizing, leading and controlling of resources to achieve goals effectively and efficiently. Resources may include assets such as people, inventory, information, skills and financial capital. This course examines the emerging trends in management and how these impact the administration of Retirement Homes and Long Term Care Facilities.

CASE STUDIES PORTFOLIO

LTCR-803

Case studies portfolio is an opportunity for students to demonstrate their knowledge of each course and discipline in a practical and relevant manner. Participants will be asked (along with permission of the facility administrator and faculty advisor) to identify an issue/problem that their facility is currently experiencing. The learner will then be expected to analyze the issue, develop strategies to resolve the issue, implement the strategies, and finally evaluate the results and suggest further action if warranted. The issue must be such that the student is able to demonstrate a broad range of knowledge. This course enables the student to better understand the dynamics of the long term care and retirement industries and increase their knowledge of business practices. Please call the program supervisor 416-289-5000 ext. 2450