

PROGRAM INFORMATION

Academic Year	2024 - 2025
Credential	Graduate Certificate
Program Delivery	Full Time
Duration	1 Year
Campus	Distance
Program Code	B314
Length	2 Semesters

DESCRIPTION

This program has been approved for OSAP funding starting September 2024.

Create a workplace that inspires.

Thanks to Northern's one-year Accommodation & Human Rights Management certificate, you'll be prepared to create a workplace that puts employee health and wellness first. You'll develop and hone your leadership, advocacy, mediation, dispute resolution and change management skills. You'll study legal framework behind equity, human rights and health and safety standards. Inspired by Indigenous techniques – you'll develop a holistic approach to everything from mental health and disability management, to return-to-work policies and workplace redesign.

It's the ideal springboard for further studies, or a career within a non-profit, First Nations or other government organization. And, it all wraps up with either a working-world placement or a compelling case study of your own.

CAREER OPPORTUNITIES

Advocacy, Alternate Dispute Resolution, Critical thinking and Change Management skills in particular, are areas identified as being in strong demand. Graduates will have a unique opportunity to blend their background with the leadership and management outcomes AHRM. Upon graduation, student may find themselves working in one of these fields with Federal, Provincial, Local, Regional, First Nations, or Non-Profit organizations:

- Accommodation Specialist
- Manager of Employment Programs
- Accommodation Equipment Consultant
- Return to Work Advisor
- Disability Management Advisor
- Health/HR Policy Coordinator
- Employed by government agencies, hospitals, and professional associations

VOCATIONAL LEARNING OUTCOMES

1. Adhere to organizational, legal, ethical and occupational health and safety policies and procedures that impact accommodation services delivery.
2. Coordinate the planning, implementation, management and evaluation of return to work and accommodation initiatives.
3. Promote and implement accessible and responsive programs and services which recognize the diverse needs and experiences of individuals, groups, families and communities.
4. Develop human resources, human relations, organizational culture, community and union relations by applying leadership and management skills.
5. Formulate approaches to work collaboratively with community advocacy groups.
6. Develop and implement strategies to negotiate return to work and work accommodation between employees, their families, employers, unions, medical practitioners, and insurance representatives.
7. Formulate a culturally competent approach to accommodation which meets the needs of clients, employers and families.
8. Compare Indigenous and Canadian perceptions of inclusion and diversity in order to interact more effectively with members of different cultures.
9. Use leadership, teamwork, conflict resolution, and relationship management skills to contribute effectively as a member of a multidisciplinary team.
10. Use knowledge of human rights, employment standards, and principles of inclusivity to contribute to positive outcomes for clients.
11. Contribute to the strategic decision-making of an organization by applying basic strategic analysis, financial and human resources management concepts.

PROGRAM COURSES

The following reflects the planned course sequence for full-time offerings of the program. Programs at Northern College are delivered using a variety of instruction modes. Courses may be offered in the classroom or lab, entirely online, or in a hybrid mode which combines classroom sessions with virtual learning activities.

Semester 1		Hours
BH1023	Disability Management I	42
BH1043	Holistic Approach to Disability	45
BH1053	Human Resources Management	56
BH1063	Human Rights Law I	45
BH1083	Mental Health Wellness I	45
Semester 2		
BH1003	Case Studies	42
BH1013	Communication and Advocacy	42
BH1033	Disability Management II	42
BH1073	Human Rights Law II	45
BH1093	Mental Health Wellness II	45
BH1123	Capstone Consolidation	42

PROGRAM PROGRESSION

The following reflects the planned progression for full-time offerings of the program.

Fall Intake

Sem 1: Fall 2024

Sem 2: Winter 2025

WORK INTEGRATED LEARNING OPPORTUNITIES

Not applicable

ARTICULATION/TRANSFER AGREEMENTS

A number of articulation agreements have been negotiated with universities and other institutions across Canada, North America and internationally. These agreements are assessed, revised and updated on a regular basis. Please contact the program coordinator for specific details if you are interested in pursuing such an option. Additional information can be found at [Articulation Agreements](#).

ADDITIONAL INFORMATION

N/A

PROGRAM SPECIFIC REQUIREMENTS

N/A

GRADUATION REQUIREMENTS

11 Program Courses

GRADUATION ELIGIBILITY

To graduate from this program, a student must attain a minimum of 50% or a letter grade of CR (Credit) in each course in each semester unless otherwise stated on the course outline. Students should consult departmental policies and manuals for additional detail and exceptions.

GRADUATION WINDOW

Students unable to adhere to the program duration of one year (as stated above) may take a maximum of two years to complete their credential. After this time, students must be re-admitted into the program, and follow the curriculum in place at the time of re-admission.

ADMISSION REQUIREMENTS

- Ontario College Diploma
- Ontario College Advanced Diploma
- Degree or Equivalent

CONTACT INFORMATION

For questions about being admitted into the program, please contact Northern College Admissions at admissions@northern.on.ca or by phone at 705-235-3211 ext. 7222. For questions about the content of the program, contact the Program Coordinator.

COURSE DESCRIPTIONS

Semester 1

BH1063 Human Rights Law I

In this course students learn the history of the Ontario and Canada Human Rights Codes, and study in-depth the legal principles and practices related to discrimination in employment. Legislation and regulations including the Occupational Health and Safety Act (including Bill 168), Employment Standards Act, the Employment Equity Act, the Accessibility for Ontarians with Disabilities Act and the Workplace Safety and Insurance Act and their effect on disability management are explored through a review of case law. Students examine prohibited grounds of discrimination regarding employment and the employer's obligation to accommodate in the absence of undue hardship.

BH1053 Human Resources Management

In this course, students will explore the nature and importance of Human Resources Management, and study theories and practices related to Human Resources Management. Students will examine in detail the constraints and facilitators for Human Resources decisions, planning, employee development and maintenance, current employment legislation, Pay and Employment Equity, and diversity management. Survey topics include introductions to Job Analysis, Recruitment and Staffing, Compensation Management, Labour Relations, and Occupational Health and Safety.

BH1023 Disability Management I

In this course students learn disability management theory, principles and practice. Students analyze key components of a disability program, the economic, social and psychological benefits of a program and the strategic planning approaches to a program. Learning includes: best practices, roles and functions of professionals in disability management, community agencies and services provided, organizational costs and mitigation strategies and identifying barriers and best practices solutions.

BH1043 Holistic Approach to Disability

In this course students learn the application of the medical, physical, and functional capacity evaluations required in management disability. Students explore the cultural issues related to injury, disability and work, review recent trends in disability, undertake work and home environmental analysis, and explore how to promote employee health and wellness. Students learn about spiritual practices and approaches to dispute resolution and Indigenous traditions. Students learn ways in which to adapt the dispute resolution process to respect Indigenous practices and build trusting relationships in the workplace.

BH1083 Mental Health Wellness I

In this course, students learn about mental health support and accommodation strategies as well as best practices as they relate to the Ontario Human Rights Commission's Policy and Guidelines on Disability and the Duty to Accommodate, WSIB's Responsibilities of the Workplace Parties in Work Reintegration, Psychological Health and Safety Standards and Universal Instructional Design.

Semester 2**BH1093 Mental Health Wellness II**

In this course student learn about WSIB's policies related to Chronic Mental Stress and PostTraumatic Stress Disorder in First Responders and other Designated Workers. Students complete a certificate in Mental Health First Aid and utilize the Conversations That Matter resources for disability management.

BH1073 Human Rights Law II

In this course students explore the trends in disability accommodation. Students examine prohibited grounds of discrimination regarding employment and the employer's obligation to accommodate in the absence of undue hardship. Students focus on the specific sections of the Human Rights Act related to accommodation of disabilities and employer's obligation for Return to Work. Students consider strategies to deal with discrimination and harassment in the workplace and discuss the employer's responsibilities to ensure a harassment-free workplace.

BH1033 Disability Management II

In this course students learn about the return to work process and case management, including the roles and functions of multidisciplinary health care providers in case management. Students consider all aspects of early and safe return to work strategies for injured workers as well as new worker integration in the workplace through workplace accommodation. Systemic barriers to employment, job modification, accommodation, work place redesign and assistive technology best practices are discussed. Students explore the future of accommodation and accessibility and the medical and social models of disability management.

BH1013 Communication and Advocacy

In this course students learn to establish rapport with various stakeholders, understand and use interview strategies and techniques, and understand group dynamics. Students examine a variety of approaches to advocacy, analyze the techniques and the ethical, professional responsibilities of advocacy and representation. Students explore self-evaluation and team building as well as techniques and strategies for having difficult conversation and advocating for positive change on behalf of individuals and communities including Indigenous perspectives.

Students investigate cross cultural considerations in disability management with respect to Indigenous and culturally diverse employees and the internationalization of the workplace. Students learn their role as a leader and advocate in an organization.

BH1003 Case Studies

In this course students learn to do disability management. Through case studies and exploring best practices students develop an understanding of effective return to work processes and policy driven disability programs. Students conduct return to work programs using the various Acts and Regulations; in unionized and non-union environments. Students familiarize themselves with online resources, community resources and certifications related to disability management.

BH1123 Capstone Consolidation

This course consolidates students' learning with valuable hands-on experience to help develop them into well-prepared and well-rounded graduates.