

Certificate / Diploma in Integrated Disability Management (DISM 1103) Introduction to Disability Management

Course Description

Disability Management is most effective when integrated and embedded into the strategies and culture of an organization. This course introduces an interdisciplinary approach to the concepts and practices of disability management and addresses how to design, implement, and market an effective integrated disability management program. Topics include the theory and practices of disability management, what an integrated disability management program is, how it functions, the role of the Employee Assistance Program in disability management, the Workers' Compensation System, the infrastructure and standards for an integrated disability management program, data management, program evaluation,

Learning Objectives

By the end of this course, students will:

- Explain the concept of disability management and the related practices
- Define Integrated Disability Management (IDM) in terms of both private and government insurance plans
- Provide information on effective claims management of disability insurance claims with particular emphasis on WCB claims management
- Describe the characteristics of a graduated return-to-work program and how it supports an IDMP
- Demonstrate how to develop the infrastructure for an IDMP and establish the related standards
- Explain the role of an Employee Assistance Program (EAP) in disability management
- Describe how to achieve data management within an IDMP
- Demonstrate how to develop, market, manage, evaluate, and communicate the results of an IDMP
- Discuss the ethical issues and dilemmas encountered in disability management
- Explain the legal aspects relevant to the field of disability management

Grade Scheme: Letter Grade

Minimum Pass: 50%

Deliverables:

- Discussion Activities
- Written Assignments
- Quizzes
- Final Exam

*Please note that this document is for marketing purposes and that the details of the course including grading and objectives may change or vary.

Grade	Grade Point Average (GPA)	Percentage
A+	4.3	90-100%
A	4.0	85-89%
A-	3.7	80-84%
B+	3.3	77-79%
B	3.0	73-76%
B-	2.7	70-72%
C+	2.3	65-69%
C	2.0	60-64%
C-	1.7	55-59%
D	1.3	50-54%
F	0.0	0-49%

Certificate / Diploma in Integrated Disability Management (DISM 1113) Disability Management Essential Program Elements

Course Description

Disability management is most effective when integrated and embedded into the strategies and culture of an organization. This course builds on the materials addressed in DISM 1103 and covers topics such as OHS professionals- their roles and contributions to disability management, and overview of ergonomics, stakeholder education and training in disability management, joint labour-management support and involvement in an integrated disability management program, advanced program evaluation, legal aspects of disability management, and effective workplace attendance support and assistance programs.

Learning Objectives

By the end of this course, students will:

- Describe the role of Occupational Health (OH) professionals in disability management
- Explain the importance of stakeholder DMP education
- Develop a DMP educational session
- Explain how to achieve joint labour-management involvement
- Apply advanced program evaluation techniques
- Recognize the legal aspects associated with disability management
- Discuss the components of an ergonomic program and perform an ergonomic assessment
- Describe ways to encourage work attendance

Grade Scheme: Letter Grade

Minimum Pass: 50%

Deliverables:

- Discussion Activities
- Written Assignments
- Quizzes
- Final Exam

*Please note that this document is for marketing purposes and that the details of the course including grading and objectives may change or vary.

Grade	Grade Point Average (GPA)	Percentage
A+	4.3	90-100%
A	4.0	85-89%
A-	3.7	80-84%
B+	3.3	77-79%
B	3.0	73-76%
B-	2.7	70-72%
C+	2.3	65-69%
C	2.0	60-64%
C-	1.7	55-59%
D	1.3	50-54%
F	0.0	0-49%

Certificate / Diploma in Integrated Disability Management (DISM 1123) Advanced Concepts and Tools

Course Description

This course builds on the materials addressed in DISM 1103 and DISM 1113. We will discuss advanced skills and tools critical to the operation of an IDMP.

We will address risk management and risk communication, project management, outsourcing, and internal and external consulting in disability management. We will also discuss developing new or integrating existing DMPs, prevention strategies, and how to neutralize toxic workplaces.

Course Learning Outcomes

By the end of this course, students will be able to:

- Explain the importance of effective risk management and risk communication in an IDMP.
- Describe internal and external consulting skills and how to apply them in a DMP.
- Explain the principles and practices of project management and how to apply project management techniques in a DMP.
- List the steps required to outsource disability management programs and services.
- Describe how to develop or merge two existing DMPs into an IDMP.
- Discuss the role of different workplace programs and management practices in the prevention of workplace losses.
- Explain the elements of a toxic workplace and how to neutralize those elements

Grade Scheme: Letter Grade

Minimum Pass: 50%

Deliverables:

- Discussion Postings
- Quizzes
- Written Assignments
- Final Exam

*Please note that this document is for marketing purposes and that the details of the course including grading and objectives may change or vary.

Grade	Grade Point Average (GPA)	Percentage
A+	4.3	90-100%
A	4.0	85-89%
A-	3.7	80-84%
B+	3.3	77-79%
B	3.0	73-76%
B-	2.7	70-72%
C+	2.3	65-69%
C	2.0	60-64%
C-	1.7	55-59%
D	1.3	50-54%
F	0.0	0-49%

Diploma in Integrated Disability Management (DISM 1133) Professional Practice

Course Description

This course builds on the materials addressed in DISM 1103, DISM 1113, and DISM 1123. We will discuss the impact of cultural diversity and multi-generational workplaces on disability management practices. We will address the management of mental health disabilities and the management of disability claims with strong psychosocial overtones. We will also discuss IDMP best practices, career development for Disability Management Practitioners, and disability management professionalism and certification.

Course Learning Outcomes

By the end of this course, students will be able to:

- Discuss recommendations for working with people of diverse cultures
- Provide suggestions for effectively managing disability management challenges for intergenerational workers
- Discuss the recommendations for enhancing social credits within the workplace
- Explain the Social Capital Theory and its relationship to disability management
- Apply the concepts and skills for managing disability management claims with psychosocial overtones
- Discuss the career streaming principles for Disability Management professionals
- List the 21 best practices that relate to the field of disability management
- Define professionalism and explore how the field of disability management fits

Grade Scheme: Letter Grade

Minimum Pass: 50%

Deliverables:

- Discussion Postings
- Quizzes
- Written Assignments
- Final Exam

*Please note that this document is for marketing purposes and that the details of the course including grading and objectives may change or vary.

Grade	Grade Point Average (GPA)	Percentage
A+	4.3	90-100%
A	4.0	85-89%
A-	3.7	80-84%
B+	3.3	77-79%
B	3.0	73-76%
B-	2.7	70-72%
C+	2.3	65-69%
C	2.0	60-64%
C-	1.7	55-59%
D	1.3	50-54%
F	0.0	0-49%

Diploma in Integrated Disability Management (IDMP 315) Effective Communications and Interviewing

Course Description

This course will be centered on the interview process but also take into account broader communication concepts. The aim will be to enhance skills in communication ability, interviewing and cooperative action planning. The master table will outline the course schedule consisting of virtual classroom sessions, assignments, and discussion forums.

Each lesson has a concept and points for elaboration. The course will use example interviews and communication situations for contextual analysis. The student's participation in elaborating concepts and providing input to classmates forms the highest learning value in the course. It is critically important to getting the most value out of the materials.

Course Learning Outcomes

By the end of this course, students will be able to:

- Understand core communication skills and their application
- Describe the interview process and the programmed approach
- Identify the critical stages of the interview process
- Develop a cooperative action approach to outcome management
- Apply concepts to interview scenarios
- Effectively collaborate with a virtual team to produce quality results
- Utilize disability management concepts and tools to analyze case studies

Grade Scheme: Letter Grade

Minimum Pass: 50%

Deliverables:

- Discussion Forums
- Written Assignments
- Final Exam

*Please note that this document is for marketing purposes and that the details of the course including grading and objectives may change or vary.

Grade	Grade Point Average (GPA)	Percentage
A+	4.3	90-100%
A	4.0	85-89%
A-	3.7	80-84%
B+	3.3	77-79%
B	3.0	73-76%
B-	2.7	70-72%
C+	2.3	65-69%
C	2.0	60-64%
C-	1.7	55-59%
D	1.3	50-54%
F	0.0	0-49%

Diploma in Integrated Disability Management (IDMP 511) Disability Management Guided Practicum

Course Description

The Guided Practicum is a requirement for completing the Integrated Disability Management Professional Diploma Program at the University of Fredericton. This exercise requires learners to demonstrate specific research and writing skills in synthesizing prior learning from the Integrated Disability Management Diploma program courses and other information they may choose to incorporate in their work.

The Guided Practicum enables learners to produce a practical, relevant program for application in their unique working environment, or to contribute, through research or development, a new product or service to the field of Disability Management. Whether in clinical practice, a staff position, management, or self-employment role, the Guided Practicum is adaptable to the learner's particular circumstances and needs.

Course Learning Outcomes

While the primary deliverable of the Guided Practicum is a project report, there are five other learning outcomes for those completing the Integrated Disability Management Professional Diploma Program Guided Practicum:

- Professional confidence: Researching and writing a Guided Practicum will result in an enhanced level of knowledge and expertise in the Guided Practicum subject area. This exercise will enrich the contributions the learners can make to their organization and the field of Disability Management.
- Strengthened research and writing skills: Increasingly, the ability to research and write effectively is a critical employment skill. Those with stronger research/writing skills will typically enjoy more career mobility than those with weaker skills in this area.
- Critical thinking: The Guided Practicum requires learners to create a product that directly applies to their work environment and discriminates "fact from fiction." Ideally, the research process will challenge historical beliefs and opinions and enable learners to broaden their receptivity to new practices and principles in the field of Disability Management.
- Personal development habits: For many, the Guided Practicum will be the first opportunity for the learner to create a significant research/writing project. Once satisfactorily completed, most learners will continue research and writing habits to self-teach an entire range of personal and professional subject matter, thus creating a life-long learning habit.

Grade Scheme: Letter Grade

Minimum Pass: 50%

Professional Contribution:

Participants will be encouraged to publish their Guided Practicum papers will be considered for publication, hence contributing to Disability Management.

*Please note that this document is for marketing purposes and that the details of the course including grading and objectives may change or vary.

Grade	Grade Point Average (GPA)	Percentage
A+	4.3	90-100%
A	4.0	85-89%
A-	3.7	80-84%
B+	3.3	77-79%
B	3.0	73-76%
B-	2.7	70-72%
C+	2.3	65-69%
C	2.0	60-64%
C-	1.7	55-59%
D	1.3	50-54%
F	0.0	0-49%

Diploma in Integrated Disability Management (SHEM 113) Psycho-Social Hazards

Course Description

During the next eight weeks, we will be learning about and sharing experiences on various psychological and social hazards that can impact the workplace's health and safety. The Master Table serves as your primary course schedule, and it guides you through the requirements and timelines for the course in a lesson-by-lesson format. I welcome your participation in this course through the discussion questions and assignments. Your postings provide an opportunity to share your knowledge and experience with your classmates and generate discussion to enhance everyone's learning. I also encourage you to seek clarification on any subject matter that is not clear.

Course Learning Outcomes

By the end of this course, students will be able to:

- Understand the concept of psychosocial hazards
- Describe various psychosocial dangers concerning their causes, symptoms and their impact on health and safety
- Understand organizational and individual strategies to prevent or manage these hazards
- Recognize that psychosocial hazards can present significant risks for employees and therefore should not be excluded from an organization's risk assessment/management process

Grade Scheme: Letter Grade

Minimum Pass: 50%

Deliverables:

- Discussion Forums
- Written Assignments
- Research Project
- Participation

*Please note that this document is for marketing purposes and that the details of the course including grading and objectives may change or vary.

Grade	Grade Point Average (GPA)	Percentage
A+	4.3	90-100%
A	4.0	85-89%
A-	3.7	80-84%
B+	3.3	77-79%
B	3.0	73-76%
B-	2.7	70-72%
C+	2.3	65-69%
C	2.0	60-64%
C-	1.7	55-59%
D	1.3	50-54%
F	0.0	0-49%

Diploma in Integrated Disability Management (ERG 112) Ergonomics Foundations - Elective

Course Description

The purpose of this course is to introduce participants to the application of ergonomics in the workplace. It begins with the basics of the ergonomics approach to MSD prevention and provides participants the opportunity to practice MSD hazard identification, ergonomics risk assessment and risk control. The primary outcome of the course will be learning how to prevent work related musculoskeletal disorders such as back injuries and upper extremity repetitive strain injuries. Students will learn how to identify and assess hazards such as awkward posture and repetitive motion or heavy lifting as well as psycho-social and organizational factors. As well, students will learn the processes that need to be in place to enable a successful ergonomics program.

Learning Objectives

By the end of this course, students will:

- Use injury and discomfort indicators to prioritize jobs for ergonomics intervention
- Sell ergonomics to management by calculating the cost of MSDs
- Create a physical demands description
- Identify work related musculoskeletal hazards
- Measure MSD hazards for ergonomics risk assessment
- Use the Washington State and WorkSafeBC Checklists for ergonomics assessment of industrial tasks
- Identify work related and understand personal risk factors for lower back injury
- Apply design and set-up guidelines to computer workstation components, such as the chair, keyboard, mouse, monitor, telephone, accessories and lighting
- Describe different types of ergonomics risk controls including engineering, administrative and personal protective equipment
- Effectively present information on ergonomics requirements applicable to a selected industry/occupation

Grade Scheme: Letter Grade

Minimum Pass: 50%

Deliverables:

- Discussion Postings
- Presentation
- Final Exam

*Please note that this document is for marketing purposes and that the details of the course including grading and objectives may change or vary.

Grade	Grade Point Average (GPA)	Percentage
A+	4.3	90-100%
A	4.0	85-89%
A-	3.7	80-84%
B+	3.3	77-79%
B	3.0	73-76%
B-	2.7	70-72%
C+	2.3	65-69%
C	2.0	60-64%
C-	1.7	55-59%
D	1.3	50-54%
F	0.0	0-49%

Diploma in Integrated Disability Management (SHEM 111) Organizational Dynamics - Elective

Course Description

This will be a course centered on the broad topic organizational theory. Over the next 8 weeks we will focus on the high-level concepts and ground floor applications. This will enhance your knowledge of the nature of organizations without overloading on theory and show how that knowledge is applicable to the real organizational environment. The Master Table will outline the course schedule consisting of virtual classroom sessions, assignments, and discussion forms.

Each lesson will be structured with a concept and points for elaboration. Your participation in elaborating concepts and providing input to classmates forms the highest learning value in the course and is critically important to getting the most value out of the materials.

Course Learning Outcomes

By the end of this course, students will be able to:

- Understanding the structure and purpose of organizations
- Explain the role of strategy within organizations
- Define the characteristics and importance of leadership within organizations
- Understand power, influence, and authority in relation to organizational politics
- See the ways development and change take place within organization
- Define performance in an organizational context
- Recognize the role of organizational culture and values
- Identify sources of organizational conflict and negotiation
- Effectively collaborate with a virtual team to produce quality results

Grade Scheme: Letter Grade

Minimum Pass: 50%

Deliverables:

- Discussion Postings
- Written Assignments
- Final Exam
- Participation

*Please note that this document is for marketing purposes and that the details of the course including grading and objectives may change or vary.

Grade	Grade Point Average (GPA)	Percentage
A+	4.3	90-100%
A	4.0	85-89%
A-	3.7	80-84%
B+	3.3	77-79%
B	3.0	73-76%
B-	2.7	70-72%
C+	2.3	65-69%
C	2.0	60-64%
C-	1.7	55-59%
D	1.3	50-54%
F	0.0	0-49%

Diploma in Integrated Disability Management (SHEM 224) Canadian OHS Law – Elective

Course Description

This course provides an introduction to Canadian Occupational Health and Safety ("OHS") law. Students will be provided with an overview of the Canadian legal system and how OHS law is part of that system. The course encompasses a brief introduction to the division of powers between the federal and provincial government; a brief contrast of OHS law to workers' compensation law; an introduction to the Internal Responsibility System, as it has been developed in OHS law. The role of the OHS Regulators, in all 14 Canadian jurisdictions, will also be introduced. Part of the course will focus on judicial interpretation and jurisprudence that lead to the development of the legal defence of due diligence to OHS charges. The course will address the enforcement of Canadian OHS law. A brief review of the Bill C-45 amendments to the Criminal Code, the new OHS legal duty in the Criminal Code, the new formula for establishing corporate guilt, and the new sentencing provisions arising from these important amendments will also be presented.

Grade Scheme: Letter Grade

Minimum Pass: 50%

Deliverables:

- Presentation
- Participation
- Final Exam

*Please note that this document is for marketing purposes and that the details of the course including grading and objectives may change or vary.

Grade	Grade Point Average (GPA)	Percentage
A+	4.3	90-100%
A	4.0	85-89%
A-	3.7	80-84%
B+	3.3	77-79%
B	3.0	73-76%
B-	2.7	70-72%
C+	2.3	65-69%
C	2.0	60-64%
C-	1.7	55-59%
D	1.3	50-54%
F	0.0	0-49%