

Scholarship Opportunities for BC Residents - WDA Information Booklet

All applications for the WDA Grant scholarship must include the following:

- Completed WDA Grant Scholarship Application Form
- An application fee of \$100.00
- Reflective Essay – see details outlined on pages 4-5 of this information booklet.
- Official transcripts issued from previous post-secondary education institutions
- Letters of Attestation (2) for previous work experience

Included with this information booklet are the following documents:

- WDA Grant Scholarship Application Form
- pdf document of paper:
 - Bernhard, D., Maceachen, E., & Lippel, K. (2010). Disability Management Experts and The Impact of Jurisdiction on Practice: An Ontario Example. *International Journal of Social Security and Workers Compensation*, 2(1).
Also available at: <http://www.austlii.edu.au/au/journals/IntJISSWC/2010/2.html>

Applications packages must be addressed to the Officer of the Registrar at PCU-WHS:

KD Thakor
Associate Director of Admissions, Student Services and Alumni Relations
Pacific Coast University for Workplace Health Sciences
4755 Cherry Creek Road
Port Alberni, BC V9Y 0A7
Email: education@pcu-whs.ca
Phone: 778-421-0821, ext. 209

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Criteria for Admission

The WDA Scholarship program is open to candidates with landed immigrant or Canadian citizenship status who are permanent residents in British Columbia.

Successful candidates:

- Must meet the admission criteria of PCU-WHS.
- Have graduated with an associate degree, 2-year diploma, or other relevant educational prerequisite which provides 60 credits in a range of disciplines (preferred domains listed below).
 - Current students must be attending a BC post-secondary institution.
 - Students converting from an existing career path who have graduated from any university or college.
- Submit a reflective essay of approximately 1,000 words outlining their reasons for wishing to pursue a career in disability management.
- Be in a position to register in the full-time or part-time Bachelor of Disability Management (BDM) program beginning in September 2021 and to complete the degree within a 2-year period for the full-time program or 4-year period for the part-time program.
- Have access to online facilities and high-speed internet.
- Are required to attend an online orientation to the program in advance of the first academic term.

Candidates with an average post-secondary GPA of 3.0 or higher will be preferred.

Preferred domains of previous study include:

- Human Resources
- Occupational Health Safety
- Healthcare
- Business
- Social Work

Students who have not completed relevant work experience in the field will be required to complete a Level 3 Practicum course, which is outside of the scope of the Scholarship.

Criteria for Continuation

- You must maintain an academic standing of 3.0 or higher each trimester throughout your studies.
- If you fail to achieve this, you will be given the following trimester to restore your standing.

Specifications for the Reflective Essay

As a part of their application package, applicants are requested to include a reflective essay.

- Theme of essay: **My Rationale for Wishing to Pursue a Career in Disability Management**
- Length of essay: Approximately 1,000 words.
- The reflective essay will be assessed on the following criteria (see below for mor detail):
 - Mechanics and Style
 - Coherence and Logic
 - Reflexivity
 - Evidence that resources have been consulted
 - Persuasive Rationale

As a support in producing the Reflective Essay, the following resources are provided:

- A journal article which explores the role of DMPs in the province of Ontario:

Bernhard, D., Maceachen, E., & Lippel, K. (2010). Disability Management Experts and the Impact of Jurisdiction on Practice: An Ontario Example. *International Journal of Social Security and Workers Compensation*, 2(1). Available at:
<http://www.austlii.edu.au/au/journals/IntJISSWC/2010/2.htm>

A Rich Text Format of this article, suitable for printing, has also been provided with the information package.
- Links to the websites of the National Institute of Disability Management and Research (NIDMAR) and the Canadian Society of Professionals in Disability Management (CSPDM), both of which host excellent resources describing the field of disability management and the role of Disability Management Professionals (DMPs):
 - NIDMAR – Career Guide: https://www.nidmar.ca/career/career_horizons/horizons_contents.asp
 - CSPDM – DM in Context: <https://www.cspdm.ca/>

Additional research can also be consulted and cited in the essay.

The reflective essay will be assessed on the following criteria:

- **Mechanics & Style:** This is the extent to which the essay is well formed in terms of spelling, punctuation, syntax, paragraphing and the use of bullets or headers to signpost the content.
- **Coherence & Logic:** This is the extent to which the text follows a logical sequence in the presentation of key points, the transition between concepts is smooth and the use of conjunctions and transitional words is effective.
- **Reflexivity:** This refers to the extent to which a person is able to examine his or her own current context and motives, understand how these influence the decision to pursue a career in disability management, the potential challenges that need to be addressed to be successful and the assets which the person possesses to face these challenges.

- **Evidence that resources have been consulted:** The clearest evidence that a resource has been consulted is an explicit reference to it in the text. Reference formats can include APA formats, footnotes or endnotes. The best use of resources is to support a key point or idea that is integral to the overall text.
- **Persuasive Rationale:** Given that the Scholarship aims to prepare participants to progress to a career in disability management either through professional certification or post-graduate studies, the extent to which the arguments put forward are credible, substantive and convincing is also rated by reviewers.

Course Participation Requirements

Online Learning

The Bachelor of Disability Management (BDM) courses are delivered online on a trimester basis for both the part-time and full-time programs.

Students require a computer, an Internet connection (high-speed Internet is recommended), and Internet browser software to participate in the courses. Ideally, students will have a computer with a sound card and speakers to listen to course videos and audio. All courses require a word processing application such as Microsoft Word. Individual courses may have additional software requirements. Technical assistance is available for all courses.

The Bachelor of Disability Management (BDM) courses are taught by professors with expertise in specialized topic areas. Most professors continue to practice as well as teach in their respective fields. Courses are professor-led, group-based, and structured around weekly sessions.

Three-credit courses last for 12 weeks in the full-time program, and 6 weeks in the part-time program. In the full-time program, in most courses students are given the first part of the week to finish the required readings; the last half of the week is often dedicated to online discussion exercises or the completion of an assignment. A similar organization applies to the part-time program, except that the overall timeframe of the course is compressed into 6 weeks, such that 2 weeks in the full-time program is equivalent to 1 week in the part-time program.

Students enrolled in the full-time program are expected to spend about 8 hours per week on each course, including approximately 4 hours on the required readings and 4 hours on either a discussion exercise or assignment.

Students enrolled in the part-time program are expected to spend about 16 hours per week on each course, including approximately 8 hours on the required readings and 8 hours on either a discussion exercise or assignment.

For both full-time and part-time programs, final assignments are due 1 or 2 weeks after the end of the course.

Please note that this is a general guide and that these times may vary depending on the student, the course, and the session.

Students are provided with course materials online that generally include a study guide, a selection of readings, supplemental related resources and web links, sample documents, audio files, web-based videos, and access to a comprehensive online library with specialized journals.

Professors lead student participation in online forums focused on problem-based scenarios, case studies, and issues. In certain courses, students participate in real-time web-based video conferences with their professor and other students.

PCU-WHS uses Moodle, a common and secure educational software platform conducive to online social learning.

Most course resources are accessed on the course website. However, some courses require students to also purchase a textbook.

Full-time program schedule

Year 1:	Course code	Course title	Course duration¹	Credits
Fall 2021 Trimester	WHDM 105	Disability Management & Return to Work	12 weeks	3
	WHDM 106	The Body and Mind at Work	12 weeks	3
	WHDM 107	Workplace Prevention & Health Promotion	12 weeks	3
	WHDM 206	Decision Making & Data Analysis	12 weeks	3
Winter 2022 Trimester	WHDM 207	Case Analysis & Research Methods	12 weeks	3
	WHDM 215	Human Resources and Organizational Development	12 weeks	3
	WHDM 302	Physical Impairments and Work Retention	12 weeks	3
Spring 2022 Trimester	WHDM 304	Disability, Work & the Law	12 weeks	3
	WHDM 308	Case Management: Information Gathering	12 weeks	3
	WHDM 402	Unions and the Workplace	12 weeks	3
Total credits Year 1:				30
Year 2:				
Fall 2022 Trimester	WHDM 307	Mental Health Conditions & Work Retention	12 weeks	3
	WHDM 309	Job Analysis, Assessment Reports & Accommodation Technology	12 weeks	3
	WHDM 318	Workplace Management and Communication Skills	12 weeks	3
	WHDM 404	Economics of Workplace Health Initiatives	12 weeks	3
Winter 2023 Trimester	WHDM 405	Ethics in Disability Management	12 weeks	3
	WHDM 406	Case Management & Service Coordination Part 2	12 weeks	3
	WHDM 410a OR WHDM 412a	Final Research Project Proposal OR Practicum Preparation and Sectoral Study	12 weeks	3
Spring 2023 Trimester	WHDM 407	Conflict Resolution & Negotiation in the Workplace	12 weeks	3
	WHDM 408	Workplace Insurance and Benefits	12 weeks	3
	WHDM 410b OR WHDM 412b	Final Research Project OR Final Practicum	12 weeks	3
	Total credits Year 2:			
TOTAL PROGRAM PCU-WHS CREDITS				60

¹ Full-time courses for a trimester run concurrently.

Part-time program schedule

Year 1:	Course code	Course title	Course duration²	Credits
Fall 2021 Trimester	WHDM 105	Disability Management & Return to Work	6 weeks	3
	WHDM 106	The Body and Mind at Work	6 weeks	3
Winter 2022 Trimester	WHDM 107	Workplace Prevention & Health Promotion	6 weeks	3
	WHDM 206	Decision Making & Data Analysis	6 weeks	3
Spring 2022 Trimester	WHDM 207	Case Analysis & Research Methods	6 weeks	3
Total credits Year 1:				15
Year 2:				
Fall 2022 Trimester	WHDM 215	Human Resources and Organizational Development	6 weeks	3
	WHDM 302	Physical Impairments and Work Retention	6 weeks	3
Winter 2023 Trimester	WHDM 304	Disability, Work & the Law	6 weeks	3
	WHDM 307	Mental Health Conditions & Work Retention	6 weeks	3
Spring 2023 Trimester	WHDM 309	Job Analysis, Assessment Reports & Accommodation Technology	6 weeks	3
Total credits Year 2:				15
Year 3:				
Fall 2023 Trimester	WHDM 308	Case Management: Information Gathering	6 weeks	3
	WHDM 402	Unions and the Workplace	6 weeks	3
Winter 2024 Trimester	WHDM 318	Workplace Management and Communication Skills	6 weeks	3
	WHDM 404	Economics of Workplace Health Initiatives	6 weeks	3
Spring 2024 Trimester	WHDM 405	Ethics in Disability Management	6 weeks	3
Total credits Year 3:				15
Year 4:				
Fall 2024 Trimester	WHDM 406	Case Management & Service Coordination Part 2	6 weeks	3
	WHDM 407	Conflict Resolution & Negotiation in the Workplace	6 weeks	3
Winter 2025 Trimester	WHDM 408	Workplace Insurance and Benefits	6 weeks	3
	WHDM 410a OR	Final Research Project Proposal OR	6 weeks	3
	WHDM 412a	Practicum Preparation and Sectoral Study		
Spring 2025 Trimester	WHDM 410b OR	Final Research Project OR	6 weeks	3
	WHDM 412b	Final Practicum		
Total credits Year 4:				15
TOTAL PROGRAM PCU-WHS CREDITS				60

² Part-time courses run one course at a time, with 2 or more weeks between courses.

Frequently Asked Questions

What is the WDA Grant Scholarship?

- The scholarship program is made possible by funding to the National Institute of Disability Management and Research (NIDMAR), provided by the Government of Canada through the Canada-British Columbia Workforce Development Agreement (WDA).
- Candidates may apply for a scholarship for either the full-time or part-time Bachelor in Disability Management program.
- Each successful candidate will be entitled to \$6,500 annually for each of two years for the full-time program, or \$3,250 annually for each of four years for the part-time program, to cover most of the course tuition for the specialized courses required to complete the Bachelor of Disability Management (BDM) degree.
- Candidates must have completed at least 60 transferable academic credits from a recognized post-secondary institution.
- The scholarship program duration is 2 years for the full-time program and 4 years for the part-time program; recipients are expected to graduate within this time frame.
- The percentage to which the annual scholarship will cover actual tuition costs will be contingent on the number of transfer credits with which prospective students will enter the degree program.

Why is the WDA Grant Scholarship important?

The WDA Grant Scholarship program is designed to:

- Significantly increase availability of Disability Management Professionals for British Columbia employers.
- Support a key public relations strategy to build enhanced recognition of the importance of effective Return to Work programs and the priority of maintaining employment for disabled workers.
- Reduce the unacceptable poverty rate of people with disabilities.
- Improve socio-economic outcomes for disabled workers, employers, and society at large through greater professionalization of those working in the Return to Work / Disability Management field.

How can Disability Management make a difference?

- Approximately 80 percent of disabling conditions occur during an individual's working life.
- Disability benefit recipients have less than a one percent chance of exiting the social security benefit system and in to employment.
- This results in dependency and poverty for individuals with disabilities, unsustainable social protection costs, and increasing numbers of disability benefit recipients.

- About 25 percent of all Canadians living in poverty today – an estimated 1.4 million individuals – are people with disabilities.
- Effective Disability Management programs can make a crucial contribution to reducing poverty in Canada by promoting workplace health, preventing disabilities, and avoiding loss of employment due to a disabling condition.

Disability Management interventions are designed to:

- Reduce the likelihood that workers will acquire an impairment that could place their jobs at risk.
- Engage with workers with disabilities, before they have lost their attachment to their employer, to enhance the likelihood they will retain and return to their jobs.
- Reduce the number of workers exiting the active labour market and entering into the disability benefits system.

Early intervention is at the core of an effective Disability Management approach.

A key success factor in effective Disability Management programs is a consensus-based process based on collaboration between management and worker representatives, often enshrined in a collective agreement, and overseen by a joint management-labour committee.

What does a Disability Management Professional do?

Disability Management Professionals work internally within their own organizations or externally as providers to:

- Develop positive workplace health and job retention policies.
- Promote a positive and proactive workplace health and return to work organizational culture.
- Promote and protect the health and productivity of the workforce.
- Support workers with health conditions to remain at work.
- Assist workers absent on health grounds to safely return to the workplace.

Disability Management Professionals work collaboratively with management, unions or employee organizations, insurance providers, government agencies, health care providers and others.

Where do Disability Management Professionals work?

Disability Management Professionals work as human resource professionals, workplace health specialists, case managers, return to work coordinators or in a variety of related areas.

Prospective places of employment for Disability Management Professionals include:

- Industrial work sites
- Corporate offices
- Insurance companies
- Service providers

- Human resources departments
- Workers' compensation organizations

There is an opportunity for experienced professionals to establish their own businesses offering disability management contract services to local employers.

How will the Scholarship help me to progress my career?

- Graduates are deemed eligible by the Canadian Society of Professional in Disability Management (CSPDM) to write the professional certification examinations for the designations of:
 - Certified Disability Management Professional – CDMP
 - Certified Return to Work Coordinator – CRTWC
- In a recent survey, the Canadian HR Reported states that 90 percent of business leaders say the value of professional designations is increasing.
- Having met the following eligibility criteria:
 - Bachelor of Disability Management (BDM) degree
 - A minimum of 1 year performing the roles and responsibilities (during the last 5 years) with at least 50% or more of the time in the delivery of DM services, supervised by qualified DM supervisor or management representative responsible for DM.
- The BDM is accepted by the Ted Rogers School of Management at Ryerson University as a qualifying program for consideration of acceptance to its:
 - Master of Business Administration
 - Master of Science in Management
 - Master of Health Administration

Who is eligible for the WDA Grant Scholarship?

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- Have access to online facilities and high-speed internet.
- Are required to attend an online orientation to the program in advance of the first academic term.

Candidates with an average post-secondary GPA of 3.0 or higher will be preferred.

Preferred domains of previous study include:

- Human Resources
- Occupational Health Safety
- Healthcare
- Business
- Social Work

Students who have not completed relevant work experience in the field will be required to complete a Level 3 Practicum course, which is outside of the scope of the Scholarship.

How do I apply?

- All expressions of interest and applications must be addressed to the Office of the Registrar at PCU-WHS (see contact information below).
- Once you have determined your interest, you may submit a WDA Grant Scholarship application package which includes:
 - WDA Grant Scholarship Application Form
 - Reflective essay
 - Official transcripts issued from previous post-secondary institutions
 - Letters of Attestation (2) for previous work experience
- Applications must be submitted by **August 6, 2021**.
- Successful candidates will be informed within 2 weeks of the closing date for applications.

What commitments do I need to make?

- Successful candidates are required to attend the PCU-WHS full-time or part-time online programs beginning in September 2021.
- Are required to attend an online orientation to the program in advance of the first academic term.

- You must maintain an academic standing of 3.0 or higher each trimester throughout your studies.
- If you fail to achieve this, you will be given the following trimester to restore your standing.

What additional costs will I need to pay?

- An application fee of \$100 is required.
- The costs of elective or additional courses, if required, are not covered by the Scholarship.
- There may be other incidental costs including textbooks and other materials.
- The cost of a Prior Learning Assessment and Recognition (PLAR) request for any course is not covered by the Scholarship.
- Fees for any course not completed within the Scholarship period (2 years for the full-time program or 4 years for the part-time program) will be the responsibility of the student.
- The percentage to which the annual scholarship will cover actual tuition costs will be contingent on the number of transfer credits with which prospective students will enter the degree program.

How will I access courses at PCU-WHS?

All courses at PCU-WHS are offered online by highly qualified faculty with a depth of multidisciplinary experience.

Students require a computer, an Internet connection (high-speed internet is recommended), and Internet browser software to participate in the courses. Ideally, students will have a computer with a sound card and speakers to listen to course videos and audio. All courses require a word processing application such as Microsoft Word. Individual courses may have additional software requirements. Technical assistance is available for all courses.

The online platform provides you with:

- 24 hour access to course resources and materials.
- More opportunities to directly communicate with faculty.
- Constructive interaction with other students.
- Greater flexibility and convenience in managing your time.
- Courses are not self-paced, however, timelines for course work are provided.
- An environment to participate at a time and place best suited to your needs.
- Additional time to reflect before responding to discussions and other activities.
- An environment where the independent learner flourishes.

Contact Information

WDA Grant Scholarship Contact Information

For further information, please contact:

KD Thakor

Associate Director of Admissions, Student Services and Alumni Relations

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