

FAQs: Personal Care Attendants

What is a Personal Care Attendant (PCA)?

The PCA is an individual trained to address the personal needs of a student thus allowing him/her to participate in college. The college does not provide PCA's. Their duties may include (not a full list):

1. Transfer from a car/van to a wheelchair;
2. Transportation to or from the classroom;
3. Administering medication;
4. Moving or adjusting their limbs if needed;
5. Addressing toilet, feeding or dressing needs.

Who is responsible for identifying the PCA?

The student is responsible for hiring, training and directing the PCA, as well as securing the funding for those services.

Does the PCA need to register at DSPS or with the college?

Yes. The student is responsible for assuring the PCA *is registered at DSPS* and in place prior to any college-related activities (i.e. placement testing, enrollment, and class attendance).

If the PCA is not available to assist the student can the college provide PCA services?

No. College staff do not provide any personal attendant services to the student on an interim or permanent basis.

Must the PCA abide by the CRC Student Code of Conduct?

Yes. PCA must conduct themselves professionally while on campus and adhere to the code of conduct like all students. The PCA cannot proctor exams, engage in classroom discussion nor communicate with the instructor unless approved by DSPS. The PCA waits outside the classroom until the class session is done unless given permission otherwise.

Can the PCA provide note-taking services?

Yes, but only if the student requests the services and DSPS approves the service. The college cannot pay the PCA for note taking. It is essential the student have a back-up PCA or an alternative plan of action should the regular PCA not be available to work with that student on a particular day or within a particular class.

What is the role of the college regarding accommodations for a student with significant physical impairments?

It is the responsibility of college, faculty and DSPS to provide reasonable academic adjustments or services (also called "accommodations") to address the student's educational limitations within the classroom and service areas of the college. Appropriate accommodations may include:

1. A scribe to record responses or complete in-class assignments;
2. Provision of adaptive equipment within the classroom or lab setting;
3. An in-class aide that can be directed by student to handle lab equipment the student cannot access in the lab setting.

For more information, please contact the DSPS Office at (916) 691-7275.

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