

# Human Services

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## PROGRAMS:

Human Services/AAS  
Human Services/BS  
Alcohol and Substance Abuse Counseling Studies (CASAC)  
Disability Studies Program

## FACULTY:

Professors: Negron, Ayala  
Assoc Profs: Garfinkle, Luk  
Asst Profs: Ford, Pawlukewicz  
Instructor: Powell

## Associate in Applied Science in HUMAN SERVICES

The Human Services Associate degree program (AAS) is designed to prepare students for entry-level career positions in a variety of human services occupations. The curriculum is based on a solid liberal arts background and includes a full range of human services courses. The program is offered day, evening, and weekends.

Students are required to complete two semesters of field practicum (250 hours).

Students completing the human services AAS program commonly find employment as assistant probation officers, social casework assistants, mental health aides, group residence workers, neighborhood outreach workers, and job developers. Many graduates of the AAS degree program elect to continue their studies here at New York City College of Technology to earn the bachelor of science in human services.

### Admissions to the Human Services AAS Degree Program:

Students seeking admission to the Human Services AAS degree program must meet the standards established by the college for freshman or transfer admissions.

The AAS program is accredited by the Council of Standards in Human Services Education. The Human Services department is a member of the Council of Standards in Human Services Education, the National Organization for Human Services, and the Mid-Atlantic Consortium of Human Services Education.

### Readmission/Transfer

Students seeking readmission to the Human Services AAS program and those seeking to transfer to the program from another curriculum will be required to arrange an interview with a member of the Human Services department faculty to obtain permission. Students seeking readmission must present the most current in-house transcript and/or transcripts from other colleges. Courses not taken at the transfer college will be required for the AAS degree.

### Criteria for Progression in the AAS Degree Program

Students enrolling in courses with the prefix HUS/HS and HEA/HE must be CUNY certified in reading and writing. In addition, all students must achieve CUNY certification in mathematics prior to enrollment in the second semester of human services courses.

A minimum grade of "C" in each course with the prefix HUS/HS and HEA/HE is required for progression within the human services curriculum. A student who has earned a grade lower than "C" in any HUS/HS course must repeat that course to earn a satisfactory grade. A course may only be repeated once. Please note that a minimum grade point average of 2.0 is required both for progression within the human services curriculum and for enrollment in a field practicum course. Students who fall below a 2.0 grade point average are required to arrange a meeting with a Human Services department faculty advisor to discuss plans to improve their academic standing.

REQUIRED COURSES IN THE MAJOR		Credits
HUS 1101/HS 101	Introduction to Human Services	3
HUS 1201/HS 201	Elements of Counseling	3
HUS 1202/HS 202	Community Mental Health	3
HUS 1206/HS 206	Group Dynamics	3
HUS 1207/HS 207	Human Services Seminar	1
HUS 2305/HS 305	Field Practicum I	3
HUS 2307/HS 307	Community Organization and Development	3
HUS 2401/HS 401	Introduction to Gerontology	3
HUS 2405/HS 405	Field Practicum II	3
Select one of the following four courses for 3 credits:		3
HEA 1102/HE 102	Community Health or	
HEA 1108/HE 108	Women's Health Issues or	
HEA 1110/HE 110	Human Sexuality or	
HEA 1400/HE 400	HIV/AIDS for Health Care and Human Services Workers (HEA 1400/HE 400 Recommended for Substance Abuse Concentration)	
<b>Subtotal</b>		<b>28</b>
OTHER REQUIRED COURSES		
ENG 1101/EG 101	English Composition	3
MAT 1180/MA 180	Mathematical Concepts and Application	4
BIO 1501/BY 501	Human Biology	4
PSY 1101/PS 101	Introduction to Psychology	3
SPE 1330/TS 330	Effective Speaking	3
PSY 2301/PS 301	Child Psychology	3
SOC 1101/SO 101	Elements of Sociology	3
Select one of the following two courses for 3 credits:		3
GOV 1101/GO 101	American Government	
	or	
GOV 1102/GO 102	State and Local Government	

**HUMAN SERVICES ELECTIVE (HUS 1/HU 1)**

Choose one course from the following for 3 credits: 3

AFR 1501/AF 501, AFR 1502/AF 502, AFR 1615/AF 615, AFR 1616/AF 616,  
 PRS 2501/PR 501, PRS 1503/PR 503, PRS 1612/PR 612, ANTH 1100 series/  
 AN 100, SOC 1100 series/SO 100 or two semesters of a Foreign Language

**HUMAN SERVICES ELECTIVE 2 (HUS 2/HS 2)**

Choose one course from either Literature or Philosophy for 3 credits: 3

Literature: ENG2/EG2 AFR12/AF2 PRS22/PR2  
 or

Philosophy: PHIL 1101/PH101 PHIL 1103/PH103 PHIL 1203/PH103.1

**Subtotal 32**

MST 1101/MS 101 Introduction to Computers 3 (or test out)

**TOTAL CREDITS REQUIRED FOR THE DEGREE 60/63**

*Note: In compliance with the college computer literacy requirement, HUS/HS students are required to demonstrate computer literacy by passing a qualifying examination or by successfully completing MST 1101/MS 101. If students choose to satisfy the requirement by completing MST 1101/MS 101, this will raise the number of credits required for the degree by three (3), to 63. MST 1101/MS 101 Computer Literacy Course guideline: In-house students should complete this course at the end of their second semester. Transfer students should demonstrate computer literacy through course work or examination by the end of their first semester.*

<sup>1</sup> See page 34 for detailed explanation of core required courses and categories.

<sup>2</sup> Students electing courses in a foreign language may not receive credit for a course at the 1101/101 level without completing a course in the same language at the 1102/102 or higher level.

## Bachelor of Science in HUMAN SERVICES

The Human Services baccalaureate program prepares students for mid-level career positions in social welfare agencies, including case manager, social services supervisor, senior center director, job counselor, child welfare worker, group residence director/supervisor, information and referral specialist, mental health associate, substance abuse counselor, vocational counselor, probation officer and parole officer.

In addition, graduates of the human services program are prepared to pursue graduate-level education in a number of professional areas. Linkages with graduate-level and continuing education programs have been established, including master's level programs in social work, counseling, gerontology, criminal justice, psychology, guidance, rehabilitation occupational therapy, vocational therapy and public administration. Employers of human services graduates include but are not limited to state, city, and community organizations.

The bachelor of science program is approved by the Council of Standards in Human Services Education. The Human Services department is a member of the Council of Standards in Human Services Education and the Association for Gerontology in Higher Education.

### Requirements for Admission, Placement and Progression within the Human Services BS Degree Program

The City Tech BS degree in human services is the only such baccalaureate program offered at CUNY. Baccalaureate degree students select an area of concentration. Five concentrations are currently offered: alcohol and substance abuse services; gerontology (services for older adults); rehabilitation and mental health services (working with the disabled and physically challenged); child welfare and family services; and administration and supervision.

Depending upon the concentration selected, students will be required to take two courses, a health education course and a human services course in the area selected. In addition, students will complete a one-year 400-hour professional internship in the area of concentration. A minimum grade of "C" in each course with the prefix HUS/HS and HEA/HE is required for progression within the human services BS program. A student who has earned a grade lower than "C" in any HUS/HS or HEA/HE course may repeat that course once to earn a satisfactory grade. In addition, a minimum grade point average of 2.0 must be maintained for enrollment in the professional internship.

Students may apply to enter the BS program the following way:

As freshmen, if they meet College requirements for freshman admission into baccalaureate programs, completing at least 60 credits in the AAS Human Services curriculum before taking upper-division courses.

As transfers from another curriculum or college with an AAS degree in human services.

As transfers with an AAS, AA or AS in another discipline. Students may receive 60 credits towards the BS degree and will be required to complete all Human Services AAS degree requirements before enrolling in upper division HS courses.

All students will complete a Human Services Department application form in addition to the change of curriculum form, where applicable.

Students with questions are advised to consult the office of admissions 718.260.5500 or by email at admissions@citytech.cuny.edu. Transcripts of entering students will be evaluated to determine the courses they must complete for the bachelor of science degree. Please consult with a human services department faculty advisor for further information.

The College will grant a bachelor of science degree (BS) with a major in human services upon satisfactory completion of a minimum of 120 credits.

Concentrations: Students partially begin the concentration process with the Associate Internship site/population and complete this process in the Bachelor's Internship site as well as choosing from one of the following concentrations:

1. Gerontology
2. Disabled and Physically Challenged
3. Child and Family Welfare
4. Administration and Supervision
5. Alcohol and Substance Abuse

UPPER-DIVISION COURSES IN THE MAJOR		Credits
HUS 3501/HS 501	Counseling Methods	3
HUS 3503/HS 503	Case Management	3
HUS 3504/HS 504	Group Work Practice	3
HUS 3610/HS 610	Research Methods in Human Services	3
HUS 4701/HS 701	Professional Internship I	4
HUS 4801/HS 801	Professional Internship II	4
HUS 4802/HS 802	Volunteerism	2
HUS 4803/HS 803	Resource Development in Human Services	3
HUS 4804/HS 804	Management Concepts in Human Services	3

**CONCENTRATIONS**

Choose one of the following concentrations:

<b>1. Gerontology</b> (all baccalaureate required courses):	6
HEA 3503/HE 503 Aging as a Health Process	3
HUS 3603/HS 603 Human Services for Older Adults	3
<b>2. Disabled and Physically Challenged</b> (all baccalaureate required courses):	6
HEA 3504/HE 504 Health Problems of the Disabled	3
HUS 3604/HS 604 Human Services for Disabled and Physically Challenged Persons	3
<b>3. Child and Family Welfare</b> (all baccalaureate required courses):	6
HEA 3505/HE 505 Health Issues of Children and Adolescents	3
HUS 3605/HS 605 Child Welfare and Family Services	3
<b>4. Administration and Supervision</b> (all baccalaureate required courses):	9
HUS 3510/HS 510 Social Welfare Policy and Program	3
HUS 3620/HS 620 Supervision in Human Services	3
HUS 4810/HS 810 Strategic Planning and Reformation within the Human Services Organization	3
<b>5. Alcohol and Substance Abuse</b> (all baccalaureate required courses):	15
HEA 3502/HE 502 Drugs and Personal Health	3
HUS 3602/HS 602 Alcohol and Substance Abuse Treatment	3
HUS 3606/HS 606 Assessment, Eval. and Treatment for Alc. and Sub. Abusing Clients	3
HUS 3607/HS 607 Strategies and Interventions with Alc. and Sub. Abusing Populations	3
HUS 3611/HS 611 Ethical and Professional Responsibilities for HS Workers and Chem. Dep. Prof.	3

*Substance Abuse Concentration DOES NOT REQUIRE: HUS 4802/HS 802, HUS 4803/HS 803, HUS 4804/HS 804 and students should have completed HEA 1400/HE 400 HIV/AIDS in the associate level.*

**BACCALAUREATE DEGREE CORE COURSES**

MAT 1272/MA 272	Statistics	3
SCI 1	BIO 1101/BY 101 or BIO 2311/BY 301.1	4
SCI 2	BIO 1201/BY 201 or BIO 2312/BY 301.2	4
ENG 1121/EG 121	English Composition II	3
PHIL <sup>1</sup>	Philosophy PHIL 1101/PH 101, PHIL 1103/PH 103, or PHIL 1203/PH 103.1	3

LIT <sup>2</sup>	ENG 3400/EG 400 or EG/AF/PR any 200 series	3
AES <sup>1</sup>	PR 300 series, HU 100 or 200 series	3
PS <sup>1</sup>	PS 302, PS 303, or PS 401, PS 402, PS 403	3

**Subtotal 26**

**ELECTIVE COURSES IN MAJOR**

AF 400, 500, 600 series or PR 400 500, 600 series	3
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**Subtotal 3**

**TOTAL CREDITS REQUIRED FOR THE DEGREE 120/121**

<sup>1</sup> See detailed explanation of core required courses and categories.

<sup>2</sup> AF 311, AF 300 or AF 331 is not accepted for the degree

<sup>3</sup> See AAS statement of requirements, page 34

## CASAC STUDIES PROGRAM (ALCOHOL AND SUBSTANCE ABUSE COUNSELING)

**CASAC-NYS Certified Alcohol and Substance Abuse Counselor**

NY State Office of Alcoholism and Substance Abuse Services (OASAS), Albany, NY governs and administers the CASAC written and oral exams. In order to take CASAC tests the student must have a minimum of 350 education hours in specific areas. In addition 3 years full time employment as a substance abuse counselor in an approved OASAS agency. If the candidate obtains a bachelors degree in human services then the employment requirement is reduced to two years. New York City College of Technology is a certified OASAS training provider.

**Candidates Employed as a Substance Abuse Counselor (CASAC Hours/33 College Credits In Human Services Degree)**

The CASAC program is for those who are/have worked in the substance abuse field as a counselor for 6000 hours (3 yrs f/t) and do not have a degree in Human Services. It is a 33-credit course of study that meets the OASAS educational requirements. Courses are completed over a period of approximately 18 months. The credits can then be applied to the baccalaureate degree of human services with a formal application to NYCCT Admissions Office. CASAC enrollment requires certification in reading and writing on the CUNY skill assessment test and the TABE. Scholarships may be available. Contact the Continuing Education Department for a CASAC Credit-Bearing Application: 718.552.1152.

**Non-Substance Abuse Counselors**

For those who are not working as a practitioner in the field of substance abuse it is recommended that they formally apply to the Human Services associates/baccalaureate degree program at City Tech through the Admissions Office, 300 Jay Street, 718.260.5000, where students eventually register for the substance abuse concentration. These and other human service related courses, as well as documented 4000 hours of work history, can be submitted to OASAS for CASAC test application approval.

### Non-Credit Bearing Workshops

Candidates who have a human services related degree, a CASAC, or need general Non-Credit Bearing CASAC Hours can apply to City Tech's Continuing Education Department. These courses can also be used towards the 2 yr/40 hr OASAS re-credentialing requirement. Call Continuing Education Department at 718.552.1152 and request a brochure on the Non-Credit Bearing CASAC Workshops.

### CASAC In-Training Certificate

Students may also be eligible for a CASAC In-Training Certificate from OASAS. All CASAC potential applicants will be approved for the CASAC In-Training Certificate if they have completed: (a) 350 hours of required education hours or (b) a minimum of 4000 hours (2 yrs f/t) work experience as a substance abuse counselor AND 85 hours of specific training. This certificate is only valid for 5 years since it is expected that the candidate will complete the remaining CASAC requirements within that time period.

REQUIRED COURSES FOR THE CERTIFICATE		Credits
	Bridge Seminar (Introduction to college writing skills)	0
HUS 1101/HS 101	Introduction to Human Services	3
HEA 3502/HE 502	Drugs and Personal Health	3
HUS 1201/HS 201	Elements of Counseling	3
HUS 1206/HS 206	Group Dynamics	3
HEA 1400/HE 400	HIV/AIDS for Health Care and Human Services	3
HUS 3503/HS 503	Case Management	3
HUS 3504/HS 504	Group Work Practice	3
HUS 3602/HS 602	Alcohol and Substance Abuse Treatment	3
HUS 3606/HS 606	Assessment, Evaluation and Treatment Planning for Alcohol and Substance Abusing Populations	3
HUS 3607/HS 607	Strategies and Interventions with Alcohol and Substance Abusing Populations	3
HUS 3611/HS 611	Ethical and Professional Responsibilities for Human Service Workers and Chemical Dependency Professionals	3
<b>TOTAL CREDITS REQUIRED</b>		<b>33</b>

## DISABILITY STUDIES PROGRAM

The Disability Studies program consists of a four course college training program for frontline disability workers. The courses address theory and introduction to the human service field, physical and mental health aspect of disabilities, human service practice techniques and skills for a disabled population. An initial intensive pre-college preparatory class is offered to support students to strengthen their reading and writing skills as well as adjustment to college life. The Disability Studies program is a collaborative effort between John F. Kennedy Jr. Worker Education Program, NYCCT Department of Continuing Education and the Human Services Department. Tuition for all courses is funded by the JFK Program.

This program provides professional training, which allows disability workers to upgrade their knowledge and skills. Upon completion, students can transfer the 12 credits and formally apply to the Human Services degree program through NYCCT Admissions Office.

### Requirements for Admission

Students must have a high school diploma or GED. Applicants must be referred by the developmental disability agency in which they are currently employed. Students are notified of acceptance by the Continuing Education Department.

REQUIRED COURSES IN THE PROGRAM		Credits
	Bridge Course	0
HUS 1101/HS 101	Introduction to Human Services	3
HUS 2401/HS 401	Introduction to Gerontology	3
HEA 3504/HE 504	Health Problems of the Disabled	3
HUS 3604/HE 604	Human Services for Disabled and Physically Challenged Persons	3
<b>TOTAL CREDITS REQUIRED</b>		<b>12</b>

### Registration Requirements for Field Practicum/Internship

- Attendance at the field practicum orientation provided by the department and completion of all placement materials by the deadline established by the department.
  - To enroll in HUS 2305/HS 305 completion of HUS 1101/HS 101, HUS 1201/HS 201, HUS 1202/HS 202, HUS 1206/HS 206, HUS 1207/HS 207 SOC 1101/SO 101, PSY 1101/PS 101, ENG 1101/EG 101 and a GPA of 2.0 or higher. To enroll in HUS 4701/HS 701, completion of HUS 3501/HS 501, HUS 3503/HS 503, HUS 3504/HS 504 and the appropriate HEA/HE and HUS 3600/HS 600 level courses in the area of concentration.
  - Official registration in the human services curriculum.
  - Proof of internship placement acceptance by an approved agency.
- All field practicum placements must be approved by the director of the human services field practicum. Students must be prepared to assume any transportation cost they may have in conjunction with the field practicum and must present a health certificate. Certain agencies (criminal justice, day care, long term care and residential facilities) may require finger printing.

### Credit by Examination

Students may apply for Credit by Examination for HUS 2305/HS 305, the first semester of the human services field practicum. They may be granted three credits if they satisfy the criteria established by the Human Services department. Applicants must be able to document their practice skills and knowledge acquired through previous and current employment and meet the minimum requirements for the first semester of field practicum. Information and applications are available in the human services department. Applications should be submitted early in the semester.

Students employed in a health and human services agency may have the opportunity to complete their internship at their agencies with approval from the Director of Field Placement. All regulations and procedures, including use of employment as field practicum, are described in the "Manual for Human Services Field Practicum."

**COURSES:****HEA 1102/HE 102  
Community Health***3 cl hrs, 3 cr*

(For human services and radiologic technology students only)  
Newest developments in public health on federal, state and local levels, including medical care, chronic and communicable diseases, mental health, sexually transmitted diseases including AIDS, environmental health, epidemiological investigation and research, maternal and child health, population control and health service careers.

*Prerequisite: CUNY certification in reading and writing*

**HEA 1108/HE 108  
Women's Health Issues***3 cl hrs, 3 cr*

A study of the health concepts specific to women. Life-style behaviors, violence against women, sexuality and reproductive issues, fertility control, the older years, specific health and medical problems, the politics and economics of medical care, resources for prevention, self-help and treatment.

*Prerequisite: ENG 1101/IEG 101*

**HEA 1110/HE 110  
Human Sexuality***3 cl hrs, 3 cr*

An overview of sex and sexuality in today's society. Birth control, conception, anatomy, physiology of human sexual responses, STD's, sexual dysfunctions and other related topics.

*Prerequisite: ENG 1101/IEG 101*

**HEA 1400/HE400  
HIV/AIDS for Health Care and Human Services Workers***3 cl hrs, 3 cr*

An interdisciplinary study of the effect of HIV (Human Immunodeficiency Virus) on the human body and mind, and the impact of the AIDs epidemic on our society. Issues of transmission, testing, counseling, prevention, treatment, and various community responses are included with special reference to the workers in the health care system. Students concentrating in Alcohol and Substance Abuse are required to enroll.

*Prerequisite: ENG 1101/IEG 101*

**HEA 3502/HE 502  
Drugs and Personal Health:  
Their Use and Abuse***3 cl hrs, 3 cr*

(For human services students only)  
Ramifications of the use of various chemical substances; effects of drugs, legal and illegal, on personal health; current methods in rehabilitation of drug users.

*Prerequisite: CUNY certification in reading and writing*

**HEA 3503/HE 503  
Aging as a Health Process***3 cl hrs, 3 cr*

(For human services students only)  
A study of the processes and health problems associated with aging and the methods of dealing with them, so as to maximize fullest living potential. Sexuality of the aged and death and dying are also discussed.

*Prerequisite: CUNY certification in reading and writing*

**HEA 3504/HE 504  
Health Concerns of Disabled  
and Physically Challenged  
Persons***3 cl hrs, 3 cr*

(For human services students only)  
An introduction to the many health problems facing disabled and physically challenged persons. Knowledge and understanding of various disabilities and physically challenging conditions are considered, including the causes, symptoms, and attitudes and feelings about disabled persons. Techniques to enhance functioning at a higher level in today's society are also considered.

*Prerequisite: HUS 3604/HS 604*

**HEA 3505/HE 505  
Health Issues of Children  
and Adolescents***3 cl hrs, 3 cr*

(For human services students only)  
A comprehensive study of the developmental stages of infants, children and adolescents. Areas explored are critical health and safety issues and problems affecting different age groups. Other topics include nutrition, personal hygiene, medical care, first aid and safety, CPR, mental health, HIV and AIDS, sexually transmitted diseases, chronic and communicable diseases, sexuality and birth control.

*Prerequisite: CUNY certification in reading and writing*

**HUS 1101/HS 101  
Introduction to Human  
Services***3 cl hrs, 3 cr*

An overview and introduction to social welfare and human services in the United States. The profession of human services, its knowledge base, values and skills. Major topics covered are historical background, human services practice, social services, special issues and populations.

*Prerequisite: CUNY certification in reading and writing*

**HUS 1201/HS 201  
Elements of Counseling***3 cl hrs, 3 cr*

An introduction to the major theories which underlie contemporary counseling. The student becomes acquainted with the skills and personal attributes necessary for the practice of counseling.

*Prerequisites: HUS 1101/HS 101, PSY 1101/PS 101, ENG 1101/IEG 101*

**HUS 1202/HS 202  
Community Mental Health***3 cl hrs, 3 cr*

An in-depth examination of community mental health services currently being provided under public, voluntary, and private auspices. History, techniques, successes and failures of the community mental health movement. Students research a community project.

*Prerequisites: HUS 1101/HS 101, ENG 1101/IEG 101*

**HUS 1206/HS 206  
Group Dynamics***3 cl hrs, 3 cr*

An in-depth examination of groups and how individuals influence and are influenced by group processes. Role playing and group observation assignments. Provides students with understanding of themselves as group participants and ways of using group procedures in the helping processes.

*Prerequisites: PSY 1101/PS 101, ENG 1101/IEG 101*

**HUS 1207/HS 207  
Human Services Seminar***2 cl hrs, 1 cr*

Integration of professional ethics, values and skills into practice, including specific human services career-related skills, resume writing, interviews for employment. Verbal and written presentations on professional issues.

*Prerequisites: HUS 1101/HS 101, ENG 1101/IEG 101*

**HUS 2305/2405 and HS 305/405  
Human Services Field  
Practicum I and II***9 cl hrs each, 3 cr each*

Supervised field work in a cooperating social or health agency coordinated with weekly classroom seminar. Students prepare written reports on a series of assigned readings and keep a written journal of their field practicum experiences. A GPA of 2.5 or better is required for enrollment.

*Prerequisites for HUS 2305HS 305: HUS 1101/HS 101, HUS 1201/HS 201, HUS 1202/HS 202, HUS 1206/HS 206, HUS 1207/HS 207, PSY 1101/PS 101, SOC 1101/SO 101, ENG 1101/IEG 101 and certification in mathematics.*

*Prerequisite for HUS 2405/HS 405: HUS 2305/HS 305*

**HUS 2305.2/HS 305.2  
Supervised Field Work in a  
Child Welfare Agency**

Students must meet all requirements as stated in above description.

*Prerequisites: None*

**HUS 2307/HS 307  
Community Organization  
and Development***3 cl hrs, 3 cr*

Community organization theory and practice in human services. History and development of community organizing for social and human services are emphasized. Planning techniques of organizations in the profit, not-for-profit and governmental sectors and the processes affecting change in human service organizations. Case presentations, group projects and community reports are required.

*Prerequisite: HUS 1101/HS 101*

**HUS 2401/HS 401  
Introduction to Gerontology***3 cl hrs, 3 cr*

Aging examined from sociological, psychological, biological and ethnic perspectives. Effects of these factors upon the treatment of the elderly in our society. Term project required.

*Prerequisite: HUS 1101/HS 101 or department approval required*

**HUS 3501/HS 501  
Counseling Methods***3 cl hrs, 3 cr*

Builds on prior knowledge of counseling and psychotherapy theories. Focus is on the development of practice skills used in human services agencies.

*Prerequisites: HUS 2405/HS 405 and six credits in psychology or department approval required*

**HUS 3503/HS 503**  
**Case Management**

3 cl hrs, 3 cr

An introduction to the role and function of the case manager in human services agencies, including those servicing dependent populations such as the disabled and physically challenged, the frail elderly, and the psychiatric homebound. Record keeping, agency reporting procedures and brokering of services are emphasized.

*Prerequisite: HUS 2405/HS 405 or department approval required*

**HUS 3504/HS 504**  
**Group Work Practice**

3 cl hrs, 3 cr

Builds on theories of small group behavior established in HUS 1206/HS 206 Group Dynamics. Application of theory from the earlier course to help students develop skills in group design and formation utilizing the stages of group development. Special consideration is given to a variety of groups and populations.

*Prerequisite: HUS 2405/HS 405 or department approval required*

**HUS 3510/HS 510**  
**Social Welfare Policy and Program: Analysis for Human Services**

3 cl hrs, 3 cr

Review of social welfare policies and programs to define and utilize multiple analytical frameworks of organization, political, judicial and economic principle on social welfare policies. Societal response to endemic, systemic and acute/localized needs and problems will be scrutinized to promote the development of creative and unique societal response methodologies within human services.

*Prerequisite: HUS 2405/HS 405 or department approval required*

**HUS 3602/HS 602**  
**Alcohol and Substance Abuse Treatment**

3 cl hrs, 3 cr

A presentation of a variety of multi-disciplinary approaches to the treatment of alcohol and substance abuse. Acquaints students with the impact of substance abuse on systems in human services and enables students to understand the impact of substance abuse on the individual and the family. Students learn to use a variety of resources for the prevention and treatment of alcohol and substance abuse.

*Prerequisite: HUS 2405/HS 405;*

*corequisite HEA 3502/IHE 502 or department approval required*

**HUS 3603/HS 603**  
**Human Services for Older Adults**

3 cl hrs, 3 cr

Theories of intervention as applied to specific life situations of older adults: practice skills, establishment of linkages and specialized practice, principles of working with individuals with special needs including minorities, frail and institutionalized elderly. Role-playing, case discussion, life review, agency field visits and audiovisual aids are used in class.

*Prerequisite: HUS 2405/HS 405; corequisite: HEA 3503/IHE 503 or department approval required*

**HUS 3604/HS 604**  
**Human Services for Disabled and Physically Challenged Persons**

3 cl hrs, 3 cr

Design, implementation and evaluation of services for the physically challenged and disabled children and adults. Assessment models, components of successful care, utilization of multidisciplinary and professional disciplines are introduced with emphasis on the role and functioning of each professional team member. Community-based as well as institutional services are explored.

*Prerequisite: HUS 2405/HS 405; corequisite: HEA 3504/IHE 504 or department approval required*

**HUS 3605/HS 605**  
**Child Welfare and Family Services**

3 cl hrs, 3 cr

Concepts, policies, practice principles and issues in the broad fields of child welfare and family services. The major human services policies and programs designed for children and families at risk are examined. A broad eclectic practical framework with a variety of intervention methods and techniques for bringing about positive changes in children, adolescents and families are presented and examined.

*Prerequisite: HUS 2405/HS 405; corequisites: HEA 3505/IHE 505, enrollment in the human services bachelor of science program, or department approval required*

**HUS 3606/HS 606**  
**Assessment, Evaluation, and Treatment Planning for Alcohol and Substance Abusing Clients**

3 cl hrs, 3 cr

Introduces students to the comprehensive assessment, evaluation and treatment-planning model utilized with alcohol and substance abusing clients. Provides students with the knowledge and skill to conduct a screening or intake interview both for individuals and families, utilizing appropriate screening instruments for assessing alcohol and substance abuse. In addition, students become familiar with a suicide assessment format, a mental status exam, and the DSM IV Diagnostic and Statistical Manual of Mental Disorders. The scope of the course includes culturally sensitive assessment and treatment planning related to African Americans, Latinos, adolescents, gay men and women, older adults, and the cognitively and physically disabled.

*Prerequisites: HEA 3502/IHE 502, HUS 3602/HS 602*

**HUS 3607/HS 607**  
**Strategies and Intervention with Alcohol and Substance Abusing Populations**

3 cl hrs, 3 cr

An overview of the most commonly used drugs and review of the theories of how substance abuse problems commence. Explores different models of primary, secondary and tertiary prevention to include community education strategies as well as treatment approaches, using self-help groups as a foundation of recovery. Students learn to understand and appreciate the use of the 12 steps as well as self-help programs in working with clients. Helps students plan intervention strategies for diverse populations inclusive of cultural and ethnic differences, and special populations such as adolescents, senior citizens, disabled, women, gay and lesbian clients.

*Prerequisites: HEA 3502/IHE 502, HUS 3602/HS 602, HUS 3606/HS 606*

**HUS 3610/HS 610**  
**Research Methods in Human Services**

2 cl hrs, 2 lab hrs, 3 cr

An introduction to the vocabulary of social research, the logic of social inquiry, and the analysis and use of research methods for human services practice. The application of social research methods to problem

solving in the human services, and the application of research findings to social welfare policy and human services practice.

*Pre- or corequisites: MAT 1272/IMA 272 and demonstration of computer literacy or department approval required*

**HUS 3611/HS 611**  
**Ethical and Professional Responsibilities for Human Service Workers and Chemical Dependency Professionals**

3 cl hrs, 3 cr

Introduces students to ethical issues in the care and treatment of alcohol and substance abusers. Includes the Federal Confidentiality Law for alcohol, other drugs and HIV/AIDS; the New York State Office of Alcohol and Substance Abuse Services Code of Ethics (including sexual harassment); the client-counselor relationship; mandated reporter-child abuse and neglect; counselor wellness and stress management.

*Prerequisites: HEA 3502/HS 502, HUS 3602/HS 602, HUS 4701/HS 701, HUS 4801/HS 801 Professional Internship I and II (see HUS 4701/HS 701, HUS 4801/HS 801)*

**HUS 3620/HS 620**  
**Supervision in Human Services**

3 cl hrs, 3 cr

This course develops the role of the supervisor within the human service organization. Application of a myriad of supervisory roles and methodologies to develop traditional and start-up human service organizations into learning and self-improvement. Focus is on applied functionality, individual creativity, facilitation within organizations and the community. Cross-cultural communications, managerial styles, leadership, strength theories and use of data for policy change are highlighted.

*Prerequisites: HUS 3501/HS 501, HUS 3503/HS 503, HUS 3504/HS 504 or department approval required*

**HUS 4701/HS 701 and HUS 4801/HS 801**  
**Professional Internship I and II**

1.5 cl hrs, 14 field hrs, 4 cr

Professionally supervised work experience carried out in human services agency. Weekly seminars assess student growth, explore student concerns and professional practice issues. The development of responsible and appropriate