**ESSEX COUNTY COLLEGE**

**Social Sciences Division**

**SOC 228 – Human and Social Services Fieldwork I**

**Course Outline**

**Course Number & Name:**  SOC 228 Human and Social Services Fieldwork I

**Credit Hours:**  3.0 **Contact Hours:**  3.0 **Lecture:** 3.0 **Lab:**  N/A **Other:**  N/A

**Prerequisites**:  Grades of “C” or better in PSY 101 and SOC 111 or permission of the instructor

**Co-requisites:** SOC 229 **Concurrent Courses:** None

**Course Outline Revision Date:**  Fall 2010

**Course Description:** Students are place in a voluntary internship capacity for a minimum of ten hours per week at a recognized human service agency, under the supervision of agency staff and an ECC faculty member. Students can gain first-hand knowledge of how human services agencies function. Evaluation conducted during and at the end of the semester is a cooperative effort by the agency and the faculty member responsible. Separate sections are offered for students pursuing careers in social work, mental health, alcoholism/substance abuse, and gerontology.

**Course Goals:** Upon successful completion of this course, students should be able to do the following:

1. describe the function of the field placement agency including its referral sources both inside and outside the agency;

2. apply appropriate theoretical approaches when providing direct service to clients (e.g., individuals, families, groups, and communities) within various practice settings pertaining to alcoholism/substance abuse, gerontology, mental health, and social work;

3. assess and describe diverse client populations, different types of problems, strategies and techniques;

4. apply ethical principles that guide professional practice in various practice settings pertaining to alcoholism/substance abuse, gerontology, mental health, and social work; and

5. use effective writing skills to record formal and technical reports related to clients.

**Measurable Course Performance Objectives (MPOs)**: Upon successful completion of this course, students should specifically be able to do the following:

1. Describe the function of the field placement agency including its referral sources both inside and outside the agency:

1.1 *describe the function of the human service agency (field placement);*

1.2 *describe the roles of the professional staff, supervisors, and director at the human service agency (field placement);*

**Measurable Course Performance Objectives (MPOs)** (continued):

1.3 *explain the various departments within the human service agency (field placement);*

1.4 *explain the different programs within the human service agency (field placement) that service the clients;* and

1.5 *identify and discuss the different outside programs to which clients are referred for assistance*

2. Apply appropriate theoretical approaches when providing direct service to clients (e.g., individuals, families, groups, and communities) within various practice settings pertaining to alcoholism/substance abuse, gerontology, mental health, and social work:

2.1 *apply appropriate theoretical framework to client populations;*

2.2 *exhibit appropriate interviewing skills according to specific therapeutic practice settings;*

2.3 *engage clients within the therapeutic relationship*;

2.4 *assess clients’ problem situations, interpret client data, and develop a casework plan;*

2.5 *intervene on behalf of clients to assist in resolving problems, preventing problems, advocating, negotiating, or mediating as necessary;* and

2.6 *evaluate helpers’ interventions with clients*

3. Assess and describe diverse client populations, different types of problems, strategies and techniques:

3.1 *demonstrate cultural competence in providing direct service to clients of diverse backgrounds including a variety of ages, disabilities, ethnicities, sexual orientations, religious affiliations, etc.*; and

3.2 *implement culturally competent strategies and intervention as appropriate to reflect understanding of the social problems of diverse client populations*

4. Apply ethical principles that guide professional practice in various practice settings pertaining to alcoholism/substance abuse, gerontology, mental health, and social work:

4.1 *apply ethical principles (codes of ethics) in various practice settings pertaining to alcoholism/substance abuse, gerontology, mental health, and social work;*

4.2 *describe and follow as appropriate codes of ethics of professional associations in mental health, social work, and alcohol/substance abuse;* and

4.3 *apply professional behavior and ethical principles to conduct, attire, and communication with clients and staff*

5. Use effective writing skills to record formal and technical reports related to clients:

5.1 *apply effective writing skills to complete progress notes and maintain client records according to agency standards and regulations;*

5.2 *prepare written casework plans including clients’ problems, therapeutic goals, and specific interventions to be used;* and

5.3 *apply effective writing skills during interviewing while completing intake assessment, psychosocial history, mental health evaluation, drug dependency evaluation, and treatment history*

**Methods of Instruction**: Instruction will consist of supervised on-the-job training at a field placement agency.

**Outcomes Assessment:** Rubrics are used by the agency field placement supervisors to evaluate on-the-job performance for the presence and mastery of course objectives. Data collected will be analyzed to provide direction for the improvement of fieldwork supervision and agency selection, as well as to initiate necessary change in related instructional courses.

**Course Requirements:** All students are required to:

1. Maintain regular attendance at the field placement agency.

2. Complete assigned tasks at the field placement agency.

3. Take part in intervention activities at the field placement agency.

4. Complete 145 to 150 hours, which equates to roughly a minimum of 12 hours per week, of on-the-job training at the field placement agency.

**Methods of Evaluation:** Final course grades will be computed as follows:

**% of**

**Grading Components final course grade**

* **Fieldwork Performance**  **100%**

Students are evaluated on their job performance by their supervisor at the field placement agency. Specific areas of evaluation include those related to the course objectives such as delivering direct service to clients, using community referrals when necessary, completing the interview process with clients, recordkeeping and technical report writing, learning about the function of the agency, developing casework plans for clients, and participating in groups as a therapeutic modality of client treatment and intervention.

**Academic Integrity:** Dishonesty disrupts the search for truth that is inherent in the learning process and so devalues the purpose and the mission of the College. Academic dishonesty includes, but is not limited to, the following:

* plagiarism – the failure to acknowledge another writer’s words or ideas or to give proper credit to sources of information;
* cheating – knowingly obtaining or giving unauthorized information on any test/exam or any other academic assignment;
* interference – any interruption of the academic process that prevents others from the proper engagement in learning or teaching; and
* fraud – any act or instance of willful deceit or trickery.

Violations of academic integrity will be dealt with by imposing appropriate sanctions. Sanctions for acts of academic dishonesty could include the resubmission of an assignment, failure of the test/exam, failure in the course, probation, suspension from the College, and even expulsion from the College.

**Student Code of Conduct:** All students are expected to conduct themselves as responsible and considerate adults who respect the rights of others. Disruptive behavior will not be tolerated. All students are also expected to attend and be on time for all class meetings. No cell phones or similar electronic devices are permitted in class. Please refer to the Essex County College student handbook, *Lifeline*, for more specific information about the College’s Code of Conduct and attendance requirements.

**Course Content Outline:** No text is assigned by the field placement agency supervisor or faculty member. However, the student will follow a designated text, which is appropriate for the specialized area of concentration (alcoholism/substance abuse, mental health, and/or social work) in the corresponding seminar class.

**Units  Topics**

1 Interviewing Techniques and Strategies

2 Recordkeeping of Client Therapeutic Relationships (e.g., progress notes, psychosocial assessments, casework plans, etc.)

3 Identification of Client Needs and Problems including Social, Emotional, Physical, Financial, etc.

4 Knowledge of Diverse Client Populations

5 Application of Therapeutic Modalities in Alcoholism/Substance Abuse, Mental Health, and/or Social Work

6 Client Treatment and Intervention in Various Practice Settings in Social Work, Mental Health, and/or Alcoholism/Substance Abuse

7 Knowledge of the Function of the Various Human Service Agencies and the Specific Field Placement Agency

8 Available Community Resources including Mental Health, Alcoholism/Substance Abuse, and Social Work Programs and Organizations

**Note:** In SOC 228, the student should have the opportunity to learn about and practice/implement the topics listed above at the field placement agency throughout the semester.