

# HUMAN SERVICES-CT

## Program Overview

### Certificate of Achievement - Human Services

#### Professional Skills and Career Paths

Determine client needs, create treatment plan with professionals, assist clients in finding assistance with daily activities, research services for clients, assist clients with applications for assistance, and meet with clients to ensure services are provided appropriately.

Caseworker, family service assistant, addictions counselor assistant, addictions counselor (bachelor's level), or human service worker. Human services professionals work in offices, clinics, hospitals, group homes, and shelters. Human service workers may have some travel around their communities to see clients.

#### Student Learning Outcomes

The certificate program in human services is designed to prepare students for employment in social service agencies, mental health centers, correctional institutions, community health education organizations, and other work settings where effective, ethical client interaction is essential.

Coursework may be used as electives or for continuing education by students or professionals, in such areas as education, social work, counseling, nursing, radiology, emergency medical care, or business.

The human services programs share a common core so that students may easily complete AAS degree requirements. The certificate program offers a generalist overview of human services work and an opportunity for personal enrichment and hands-on opportunities for human relationship skills development. The human services certificate program offers practical opportunities for job-shadowing in preceptorships within community human services organizations.

Entry-level courses have no prerequisites. However, academic advising prior to beginning any course of study is highly encouraged. Some coursework may be completed online, through interactive video, and/or by independent study on a case-by-case basis.

Upon successful completion of the Certificate of Achievement in Human Services program students will:

- Plan client-centered social services assessments and interventions.
- Provide client services which reflect cultural competence, respect for social diversity, and the application of the principles of the human services code of ethics.
- Demonstrate interpersonal collaboration and problem-solving skills.
- Apply the principles of human services based on knowledge of human development and functioning throughout the lifespan.
- Engage in personal reflection as related to human services skills, professional effectiveness, and stress management.

#### General Education requirements

##### English/Communications (one course required)

**ENG 100**      **Composition-Enhanced**      **5 Credits**

Allows students to fulfill their first semester of English while completing the remediation process. Designed for students who did not place into ENG 101 on the placement test/writing sample, but did not score so low that they need ENG 95. Allows a student to refine specific skill deficiencies while completing the first semester of freshman composition (ENG 100 is equivalent to ENG 101). Students will have additional Academic Success Center requirements. Although it is a five-credit course, it does not replace ENG 102. After successful completion of ENG 100, a student must take ENG 102 to complete the general education requirement.

**ENG 101**      **Composition I**      **3 Credits**

Critical reading and writing of the expository essay. Emphasizes pre-writing, strategies for organization, and revision.

**Mathematics (one course required):** Choose from the courses listed below or any higher-level math course. Excludes MATH 389

**MATH 116**      **Technical Mathematics I**      **3 Credits**

Provides technical mathematical core material so that the student gains practical problem solving experience. May include arithmetic operation, integers, exponents, scientific notation, algebraic expressions, equations, metric system, trigonometry, and logarithms. This course satisfies the general education requirement for occupational/technical AAS degree. It is recommended that students have completed prerequisites within two years of enrolling in this course.

**MATH 116E**      **Technical Mathematics Expanded**      **3-5 Credits**

Provides technical mathematical core material so that the student gains practical problem solving experience. May include arithmetic operation, integers, exponents, scientific notation, algebraic expressions, equations, metric system, trigonometry, and logarithms. This course satisfies the general education requirement for occupational/technical AAS degree.

**MATH 120**      **Fund of College Math**      **3 Credits**

Includes set theory, logic, consumer mathematics, measurement, geometry, probability, and statistics. Course is broad in scope, emphasizing applications. It is recommended that students have completed prerequisites within two years of enrolling in this course.

**MATH 120E Fund of College Math Expanded 3 Credits**

Fundamentals of College Mathematics with Corequisite Support: Includes real numbers, consumer mathematics, variation, functions, relations, graphs, geometry, probability, and statistics. Course is broad in scope, emphasizing applications. Fulfills the lower-division mathematics requirement for a Bachelor of Arts Degree. Satisfies mathematics requirement for baccalaureate degrees.

**MATH 126 Precalculus I 3 Credits**

A third course in algebra that stresses polynomial, quadratic, rational, exponential, and logarithmic functions, including their graphs and applications; complex numbers; systems of equations; and basic operations with matrices and determinants, including Cramer's rule. It is recommended that students have completed prerequisites within two years of enrolling in this course.

**MATH 126E Precalculus I Expanded 3 Credits**

Precalculus I Expanded with Co-requisite support: Includes equations, relations, functions, graphing; polynomial, rational, exponential, logarithmic, and circular functions with applications; coordinate geometry of lines and conics; analytic trigonometry; matrices and determinants; and binomial theorem. It is recommended that students have completed prerequisites within two years of enrolling in this course.

**STAT 152 Intro to Statistics 3 Credits**

Includes descriptive statistics, probability models, random variables, statistical estimation and hypothesis testing, linear regression analysis, and other topics. Designed to show the dependence of statistics on probability. It is recommended that students have completed prerequisites within two years of enrolling in this course.

**Human Relations****HMS 200 Ethics in Human Services 3 Credits**

Real life applications for personal and professional boundaries, beliefs, ethics, values, morals, and codes of conduct in human relationships using ethical decision-making, problem-solving, and critical-thinking activities are emphasized. This course may be repeated up to three times for continuing education credit. (Check with individual licensing boards prior to registering).

**Technology****IS 101 Intro Information Systems 3 Credits**

Introduction to computer-based information systems management including hardware/software relationships, business applications usage, systems theory, current technology, networking, the Internet, computer security, and privacy issues. Recommended corequisite: IS 201.

**Program Requirements****CPD 116 Subs Abuse-Fund Facts 3 Credits**

An introduction to various issues relating to alcohol, tobacco, and other drugs in society. Students will gain knowledge of the physical effects of various drugs of abuse. Sociological, cultural, family impact, and prevention issues will be addressed. No prerequisite.

**HMS 101 Intro Human Services 3 Credits**

An overview of human services as a profession, including the exploration of the history of the helping relationship, the human services movement, current influences of technology, managed care, and models of service delivery. Emphasis is on discovering employment in the human services, self-assessment activities, and development of interpersonal skills common to human services providers.

**HMS 102 Intro to Counseling 3 Credits**

Assessment, interviewing, intervention, referral, and documentation skills related to client communications in human services professions are emphasized. Students receive HIPAA training in basic client/patient confidentiality. Course is required for HMS 205, Human Services Practicum I.

**HMS 205 Human Services Practicum I 5 Credits**

This Human Services Practicum course will allow students to begin preparing for their entry into Human Services Practicum II. During this phase students will be completing the application process for their practicum, background checks, reference letters, visiting a variety of mental health agencies, securing a site for their final practicum, observing professionals and clients of those agencies to gain a better understanding of real world experiences in human services. Includes one lecture contact hour and 12 clinical practice /observation hours per week. (Formerly HMS 106, Human Services Practicum I) Practicum application approval required. Must have completed all general educational courses.

**PSY 101 Gen Psychology 3 Credits**

Survey of the discipline introducing psychological theories, research methods, and principles of behavior.

**SOC 101 Prin of Sociology 3 Credits**

Sociological principles underlying the development, structure, and function of culture including society, human groups, personality formation, and social change.

**Suggested Course Sequence****1st Semester - Fall**

Course	Credits
CPD 116	3

Course	Credits
ENG 100 or 101	3-5
HMS 101	3
HMS 102	3
Mathematics*	3-6
TOTAL	15-20

\*Choose with advisor

## 2nd Semester - Spring

Course	Credits
HMS 200	3
HMS 205	5
IS 101	3
PSY 101	3
SOC 101	3
TOTAL	17