HUSV 91 Course Outline as of Fall 2021

CATALOG INFORMATION

Dept and Nbr: HUSV 91 Title: HUMAN SERV SKILLS & TECH
Full Title: Skills and Techniques in Human Services
Last Reviewed: 2/27/2023

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	3.00	Lecture Scheduled	3.00	17.5	Lecture Scheduled	52.50
Minimum	3.00	Lab Scheduled	0	17.5	Lab Scheduled	0
		Contact DHR	0		Contact DHR	0
		Contact Total	3.00		Contact Total	52.50
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 105.00 Total Student Learning Hours: 157.50

Title 5 Category:	AA Degree Applicable
Grading:	Grade Only
Repeatability:	00 - Two Repeats if Grade was D, F, NC, or NP
Also Listed As:	
Formerly:	COUN 91

Catalog Description:
This is a survey course of interview and counseling techniques appropriate for paraprofessionals in mental health, corrections, and substance abuse counseling. Theoretical focuses include client centered approach, family therapy, cultural diversity and chemical dependency treatment.

Prerequisites/Corequisites:

Recommended Preparation:
Eligibility for ENGL 100 or ESL 100 and Course Completion of COUN 7 (or COUN 74) and HUSV 90 (or COUN 90) and PSYCH 1A or PSYCH 5

Limits on Enrollment:

Schedule of Classes Information:
Description: This is a survey course of interview and counseling techniques appropriate for paraprofessionals in mental health, corrections, and substance abuse counseling. Theoretical focuses include client centered approach, family therapy, cultural diversity and chemical dependency treatment. (Grade Only)
Prerequisites/Corequisites:

Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of COUN 7 (or COUN 74) and HUSV 90 (or COUN 90) and PSYCH 1A or PSYCH 5
Limits on Enrollment:
Transfer Credit: CSU;
Repeatability: Two Repeats if Grade was D, F, NC, or NP

ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:

AS Degree:	**Area**			Effective:	Inactive:
CSU GE:	**Transfer Area**			Effective:	Inactive:
IGETC:	**Transfer Area**			Effective:	Inactive:
CSU Transfer:	Transferable	Effective:	Fall 1999	Inactive:	
UC Transfer:		Effective:		Inactive:	

CID:

Certificate/Major Applicable:
Both Certificate and Major Applicable

COURSE CONTENT

Student Learning Outcomes:
At the conclusion of this course, the student should be able to:
1. Utilize appropriate counseling skills and techniques to conduct a client interview.
2. Perform a counseling assessment and develop a client treatment plan.
3. Engage the client in the helping process from assessment to termination in a multi-session format.

Objectives:
Upon completion of the course students will be able to:
1. Demonstrate knowledge of and apply theoretical perspectives in human development, human behavior, helping theory and an awareness of the values and behaviors of diverse cultures.
2. Apply effective communication skills and techniques in the counseling session.
3. Define the elements that constitute an effective counseling session including information gathering, problem solving, and referrals.
4. Synthesize information gathered into clear and concise written case notes.
5. Synthesize information gathered to support clients with solutions for problem solving.
6. Evaluate cues that require referrals to more highly skilled professionals.

Topics and Scope:

I. Theoretical Perspectives
  A. Client-centered counseling/human relations model
    1. Carl Rogers
    2. Abraham Maslow
    3. Grief and/or crisis counseling
    4. Other
  B. Helping theory
    1. Foundations of helping and relationship building

2. Issues of diversity in helping relationships
3. Ethical considerations in helping relationships

II. Counseling Techniques
A. Basic communication skills
1. Active listening
2. Reflecting
3. Paraphrasing
4. Other skills including appropriate techniques relating to diverse groups

B. Strategies of helping
1. Unconditional positive regard
2. Boundaries
3. Supervision

C. Problem solving skills
1. Assessment skills
2. Wrting case notes
3. Problem solving
4. Goal setting
5. Evaluation
6. Referrals

D. Application of helping strategies

Assignment:

1. Required reading assignment:
a. Textbook: average of thirty pages per week
b. One additional reading assignment per week
2. Required writing assignment:
a. Weekly written homework assignments of two to five pages; including action plan
b. Audio recorded interviews demonstrating specific communication and helping skills transcribed and summarized (2 - 3)
c. Written summaries of active listening logs (2 - 3)
3. Case notes summary of multi session counseling experience
4. In class demonstrations of counseling techniques

Methods of Evaluation/Basis of Grade:

Writing: Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

Written homework, case notes, summaries of recorded helping sessions	Writing 40 - 55%

Problem Solving: Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

Homework problems, problem solving action plan	Problem solving 5 - 15%

Skill Demonstrations: All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

Counseling Techniques demonstrations	Skill Demonstrations 40 - 55%

Exams: All forms of formal testing, other than skill performance exams.

None	Exams 0 - 0%

Other: Includes any assessment tools that do not logically fit into the above categories.

None	Other Category 0 - 0%

Representative Textbooks and Materials:
Nonviolent Communication, A Language of Life. 3rd ed. Rosenberg, Marshall and Chopra, Deepak. Puddledancer Press. 2015
An Introduction to Human Services - Values, Methods and Populations Served. 2nd. Poindexter, Cynthia and Valentine, Deborah. Brooks Cole. 2006 (classic)
Zen of Listening - Mindful Communication in an Age of Distraction. Shafir, Rebecca. Quest Books. 2003 (classic)
Instructor prepared materials