

Human Services

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Associate in Applied Science Degree (5 semesters)

Career Cluster: Human Services

At a Glance

The Human Services curriculum is designed for students who wish to pursue a two-year degree and prepare for a paraprofessional career in a mental health/human services related field. Human Services workers assist social workers, health care workers, and other professionals to provide services to people. They usually work under the direction of workers from a variety of fields, such as psychology, psychiatry, social work, nursing, and rehabilitative or physical therapy. Human Services workers provide services to clients to help them improve their quality of life. They assess clients' needs, investigate their eligibility for benefits and services, and find ways to obtain those services. Workers may monitor and keep case records on clients and report progress to supervisors and case managers. In the community, human services workers may organize and lead group activities, assist clients in need of crisis intervention, or counseling. In group homes or half-way houses, they assist those who need supervision with daily living skills and personal hygiene. They review clients' records, ensure the client takes their medication, talk with family members, confer with medical personnel and caregivers, give emotional support, and help clients become involved in community and therapeutic recreation programs. Workers may support and assist the client's participation in a treatment plan, individual or group counseling, or occupational therapy.

Human Services workers should have a strong desire to help others, have effective communication skills, a sense of responsibility, time-management skills, and possess and model ethical behavior. Human services workers should possess a sense of self-control and healthy stress management coping skills. Since many clients' are vulnerable to mistreatment or exploitation, human services workers should also be empathetic, patient, and genuine.

Clinical experience allows the student to gain valuable knowledge in observation and assistance in human services facilities. Students work under the supervision of professionals in the human services field. Students enrolled in clinical education will be assigned hours consistent with day working hours of human services agencies. However, assignments may include second shift hours of 3 pm – 11 pm. Assignment to clinical facilities will be at the discretion of the program director and/or clinical director. Students may be required to travel distances away from their home for their clinical assignment. Human Services curriculum is designed for students who wish to pursue a two-year degree and prepare for a paraprofessional career in a mental health/human services related field.

Program Description

The Human Services Program offers four A.A.S. degree options for the student: Mental Health Technician Associate, Alcohol and Drug Counseling Associate, Social Work Associate, and Gerontology Technician. A student may complete one or more of the four options, depending upon which option he/she desires to pursue.

The Mental Health Technician Associate Option is offered every year. The Alcohol and Drug Counseling Associate Option is offered in odd-numbered years, the Social Work Associate Option is offered in even-numbered years, and the Gerontology Technician option is offered on-line every year.

The Mental Health Technician Associate (sometimes called a Psychiatric Technician, Behavioral Health Technician, Mental Health Technologist, Mental Health Aide, or Counselor Assistant) is trained to work as a paraprofessional in state institutions, mental health centers, psychiatric (behavioral medicine) units of hospitals, domestic violence shelters, developmental centers, group homes, halfway houses, and a variety of human services facilities. He/she may work with children, adolescents, and adults who are experiencing mental illness, mental retardation, substance abuse, domestic violence, adjustment disorders (personal loss, stress, and health), various categories of behavior-related pathology, and family issues. Upon completion of the program, a student may voluntarily take the Nationally Certified Psychiatric Technician exam to become a Nationally Certified Psychiatric Technician.

The Alcohol and Drug Counseling Associate Option offers specialized training for students desiring to work with substance abusers and their families. He/she is trained to work in state institutions, mental health centers, profit treatment centers, non-profit treatment centers, 12-step recovery programs, half-way houses, and group homes. With the course work in this program and a minimum of two years of documented work experience in the addictions field, the student may qualify to take the state certification exam to become a "Certified Alcohol and Drug Counselor."

The Social Work Associate Option (sometimes called a case management aide, social work assistant, community support worker, or life skills counselor) trains the student to work as an assistant social worker or assistant case manager. Graduates of this option work at mental health centers, domestic violence shelters, nursing homes, assisted living facilities, developmental centers, state institutions, hospitals, service providers of the Alabama Department of Human Resources, addiction recovery programs, various state and federal government programs, Community Action programs, non-profit assistance programs, child advocacy centers, adolescent programs, adolescent and adult detention centers, and literacy programs. Students are trained to work with individuals at all stages of the human lifespan.

The Gerontology Technician Option prepares students for work with older adults. He/She is trained to work in nursing homes, retirement communities, government agencies, hospitals, senior centers, assisted living facilities, state institutions, service providers of the Alabama Department of Human Resources, Community Action programs, and non-profit assistance programs. Graduates of this program work in health promotion, provide direct care to frail, ill, or impaired persons in hospitals, clinics, adult day care, home care programs, advise older individuals and their families about estate planning, housing options, retirement opportunities, and advocate for elder rights. The gerontology option courses are taught online only. Other course requirements for the A.A.S. degree are taught on campus and students are required to complete two semesters of clinical work in a geriatric-related facility.

Admission Requirements

Minimum admissions standards for the Human Services Degree program are as follows:

Applicants Must:

1. Submit a college application to the Admission's Office declaring Human Services as major.
2. Meet all general admission requirements of WSCC.
3. Students must be in good standing with the college.
4. Meet the essential functions for a Human Services Worker and for each option.
5. Submit a program application to the Program Director indicating their option choice(s). Applications cannot be faxed and must be submitted in person or via mail. Applications for fall entry must be received by **June 1**, for spring entry by **October 15**, and for summer entry by **April 15**. Applicants received after June 1, October 15, or April 15 will be considered on a space-available basis. The application packet should include the following items:
 - a. Application for the program.
 - b. High school/GED and official college transcripts if applicable.
 - c. WSCC/HUS Observation form – Students must submit documented evidence of a minimum of twelve (12) hours of observation in a human services agency.
 - d. verification from a WSCC approved vendor of a clear background screening. Approved vendor links

are found online at <http://www.wallacestate.edu/programs/health.html>. The student is responsible for the cost of the background screening.

6. Applicants must have earned a minimum cumulative GPA of 2.5 on a 4.0 scale on all high school, GED, and college work previously attempted. Official transcripts must be provided to the college and attached to the HUS program application.

Note: It is the responsibility of each applicant to ensure that the application is complete and all information is on file. Incomplete applications will not be accepted and you will not be considered for entry into the program. Failure to comply with the required background screenings and required drug screenings will result in automatic dismissal from the human services program.

Selection and Notification

1. The Human Services Program accepts new students every semester.
2. Students are selected on the basis of application date and completion of admission requirements. Meeting minimum requirements does not guarantee acceptance into the program.
3. Program applications will be reviewed for completion of program admission requirements. Students accepted into the Human Services Program will be notified in writing by the Human Services Program Director. The notification will be mailed to the student at the address on the application. Students who are not accepted will also receive written notification. Program acceptance or rejection will not be given over the phone.
4. Following admittance into the program, each student must respond, in writing, confirming his/her intent to enroll, **within 14 days** after the postmarked date of their acceptance letter. A student who fails to respond will forfeit his/her slot in the class. A signed consent for drug testing must accompany the acceptance letter. The drug policy can be found at the college's website (www.wallacestate.edu/drugs/index.html). A background screening policy and acknowledgement form verifying receipt and understanding of the background check policy must be attached to the acceptance letter. Background check policy can be found at the college's website Health education page (http://www.wallacestate.edu/fileadmin/user_upload/WallaceState/documents/Health/Background_Check_Form.pdf)
5. Attend a mandatory program orientation. The Human Services Program Director will schedule the orientation.
6. Program acceptance will be conditional on receiving verification from a WSCC approved vendor of a negative drug screening.

Before attending clinical the student must:

1. Complete a departmental clinical application/placement sheet.
2. Provide verification of all three Hepatitis B vaccines. The three-shot series takes approximately 6 months to complete. Vaccination fees are the responsibility of the student.
3. Provide documentation of a current Two-step TB Skin test. Every student must have the initial Mantoux skin test (the Tine test is not acceptable).
4. Submit a current (within last chronological year) physical exam with evidence of immunizations. Forms are located in the current Human Services Student Handbook. Handbooks are sold in the Wallace State Campus Bookstore.
5. Have a signed consent to drug testing on file.
6. Take a drug screening before the beginning of each clinical rotation assignment. Only Health Science Division approved drug testing sites will be utilized. See the Human Services Director for approved testing sites. Drug testing fees are the responsibility of the student and fee charges may vary.
7. Proof of current CPR certification – only CPR courses designed to certify health care providers will be accepted.
8. Complete a mandatory background screening. Wallace State's clinical site facilities require background checks before the student is approved for clinical placement at their facility. Based upon the background check, Wallace State's Health Division and each individual clinical site facility have the right to approve or deny student clinical placement. Only Health Science Division approved background screening vendors will be utilized. The Human Services Program Director or designee will give you a list of acceptable background screening vendors. Background screening fees are the responsibility of the student. Failure to comply with required background checks will result in the

student not being placed at clinical and dismissal from the Human Services program. Before students complete a background screening, they will be required to submit an acknowledgement verifying receipt and understanding of the background check policy.

9. Clinical placement site facilities have the right to approve or deny a student the right to complete a clinical assignment at that facility.
10. Clinical placement sites have the right to request a student be removed from their facility for unethical behavior. If a clinical facility requests a student be removed from a clinical setting, the student will not be reassigned that semester and disciplinary charges may be implemented as outlined in the WSCC catalog.
11. Human Services students are required to have liability insurance and accident insurance, available through the college. Many clinical facilities also require health insurance. Fees for insurance are the responsibility of the student.

Students must meet all of the above requirements to be considered eligible for clinical placement. Drug testing and background screenings must be completed before a student is placed and all required immunizations, vaccinations, physical exam, and CPR certification must be on file. Students that do not comply with the clinical requirements will not be placed.

Program Expectations

Students admitted into the Human Services program are expected to comply with the Health Science Program Regulations and Expectations as published in the Programs of Study section of the Wallace State College Catalog.

1. Students must achieve a minimum grade of "C" in all major required and option courses. Students who earn a grade of "D" or "F" will be required to repeat the course.
2. Students must take General Psychology 200 (PSY 200) and achieve a grade of "C" or better before enrolling in Psychology 210 and Psychology 230.
3. Program option and major required courses more than 5 years old must be repeated.
4. Maintain moral and legal standards that determine acceptable behaviors of social workers, psychologists, and counselors. The Human Services faculty reserves the right to determine behaviors that are inappropriate or may cause harm to mental health consumers. The Human Services Department reserves the right to permanently dismiss from the program any student who is refused the use of the facilities by the clinical agency.
5. Pass all required background screenings and drug screenings.
6. Upon completion of all coursework, students are required to file a graduation application. You will not receive your degree until you submit a graduation application. Graduation fees are the responsibility of the student.

Readmission to Program

Students who do not enroll in Human Services coursework for 12 months (or more) or who are dismissed from the program must apply for program readmission. Students will not be allowed to register for HUS courses until all readmission requirements are met to include:

1. Application for readmission submitted to HUS program director. Students who apply for readmission are required to attach to their readmission application drug screening and background screening verification. Only WSCC approved drug screening vendors will be accepted. Students are responsible for any fees associated with readmission requirements.
2. Any major required or option courses more than 5 years old must be repeated.
3. Attend new HUS program student orientation session.

Re-admittance into the program is not guaranteed. Students may apply for readmission to the program one time only.

Career Path

Students wishing to pursue a Bachelor's degree in psychology, behavioral science, or social work must consult with the STARS program to ensure transfer of human services courses. Human Services courses may not transfer to specific bachelor degree programs.

Job opportunities in the Human Services field are expected to grow by 23% through 2018. Job prospects are projected to be excellent, particularly for those with appropriate postsecondary education. Median annual earnings of social and human service assistants were \$27,280 in May 2008, with the top 10 percent earning more than \$43,510.00 (Source: U.S. Department of Labor Bureau of Labor Statistics).

Completion Requirements

GENERAL REQUIRED COURSES

All students in program are required to take

ORI 101* Orientation to College	1
ENG 101 English Composition I	3
ENG 102 English Composition II	3
BIO 103 Principles of Biology I	4
CIS 146 Microcomputer Applications	3
MTH 116 Mathematical Applications	3
Humanities/Fine Arts Elective (Should be Code A or Code B)	3
PSY 200 General Psychology	3
PSY 210** Human Growth and Development	3
	25-26

*See ORI 101 information on p. 20.

** PSY 200 is required before enrolling in PSY 210 and PSY 230.

General Required Classes Requirements:

1. Students must take the COMPASS exam before enrolling in English or Math
2. All students majoring in Human Services must earn a grade of C in PSY 200 before enrolling in PSY 210 or PSY 230.
3. All students majoring in Human Services must earn a grade of C in PSY 210.
4. ORI 101 must be taken the first or second semester you are enrolled in WSCC unless you are exempt.

MAJOR REQUIRED COURSES

All students in program are required to take 33 semester hours of major required classes. Students must earn a semester grade of C or better in each of the following major required classes and option classes. Students who earn a semester grade of D or F are required to repeat the course. Major required and option courses more than 5 years old must be repeated.

MAJOR REQUIRED COURSES

HUS 101 Introduction to Human Services	3
HUS 104 Fundamentals of Health Care	3
HUS 109 Techniques of Behavior Modification	3
HUS 112 Activity Therapy	3
HUS 211 Intro. to Alcohol & Drug Prevention & Abuse	3
HUS 222 Group Counseling Techniques	3
HUS 223 Guidance and Counseling Techniques	3
HUS 224 Clinical I	3
HUS 225 Clinical II	3
PSY 207 Psychology of Adjustment	3
PSY 230** Abnormal Psychology	3
	33

** PSY 200 is required before enrolling in PSY 210 and PSY 230.

All HUS students are required to specialize in one of the following options listed below. Each student will be assigned a degree plan based upon the program option the student specializes. A student may elect

to specialize in two or more options. However, students cannot substitute or transfer option classes. All listed option classes in the chosen option must be taken. Must complete 18 hours (additional 3-hour elective) if pursuing secondary option after initial degree.

Each option degree plan is coded using the 3-letter abbreviation listed below. If a student changes their major option or add additional options, students must change/add their new degree plan in the Admissions Office. Failure to change/add degree plans may limit the student's ability to register for classes and may also affect financial aid eligibility.

Mental Health Technician (HMH) Option (offered every fall and spring semester) 15 hours

HUS 103 Introduction to Developmental Disabilities	3
HUS 119 Mental Illness and Psychopharmacology	3
HUS 120 Mental Health Terminology	3
HUS 218 Behavior Pathology	3
HUS 230 Special Topics in Human Services	3
	15
TOTAL HOURS	73-74

*Must complete 18 hours (additional 3-hour elective) if pursuing secondary option after initial degree.

Drug & Alcohol Associate Option (HUD) (offered beginning fall semester in odd-numbered years (2011 and 2013) and spring semester of even-numbered years (2012 and 2014) 15 hours

HUS 212 Prev. Resources In Drug & Alcohol Abuse	3
HUS 214 Working With The Chemically Dependent	3
HUS 215 Working With The Family of The Chemically Dependent	3
HUS 216 Alcohol and Drug Education and Prevention	3
HUS 217 Alcoholism and Drug Abuse Seminar	3
	15
TOTAL HOURS	73-74

*Must complete 18 hours (additional 3-hour elective) if pursuing secondary option after initial degree.

Social Work Associate Option (HUS) (Offered in fall semester of even-numbered years (2012 and 2014) and spring semester in odd-numbered years (2013 and 2015) 15 hours

HUS 102 Introduction Case Work	3
HUS 113 Group Dynamics	3
HUS 131 Problems of Children & Youth	3
HUS 133 Geriatrics	3
HUS 138 Counseling from a Cultural Perspective	3
	15
TOTAL HOURS	73-74

*Must complete 18 hours (additional 3-hour elective) if pursuing secondary option after initial degree.

Gerontology Technician Option (HUG) Offered online only every fall and spring semester 15 hours

HUS 240 Introduction to Aging	3
HUS 241 Mental Health Work with the Elderly	3
HUS 242 Maintaining Health and Wellness in Later Life	3
HUS 243 Ethical, Legal, and Medical Issues in Aging	3
HUS 244 Special Topics in Geriatrics	3
	15
TOTAL HOURS	73-74

*Must complete 18 hours (additional 3-hour elective) if pursuing secondary option after initial degree.