SOUTHEAST COMMUNITY COLLEGE
HEALTH SCIENCES DIVISION
HUMAN SERVICES
Revision Date: 11/2023

I. CATALOG DESCRIPTION

Course Number: **HMRS 1403**
Course Title: Assessment, Case Planning/Management & Professional Ethics for A & D
Prerequisite(s) None

Catalog Description: This course will address standards of conduct and professional behavior expectations for counselors. Ethical standards to be studied may include non-discrimination, responsibilities and integrity, competence, moral standards, client welfare, legal issues, client relationships, interprofessional relationships, remuneration and societal obligations. In addition, learning will address the process of collecting client data for making decisions regarding alcohol/drug disorder diagnosis, level of care placement, treatment and referral. An introduction to assessment tools including The Addiction Severity Index (ASI), The Substance Abuse Subtle Screening Inventory (SASSI) and other assessment tools will be conducted. Students will study and practice record keeping, development of alcohol/drug assessment summaries, treatment plans, progress notes, discharge plans and clinical case review including case management activities to bring together services, agencies and resources to achieve client treatment goals while adhering to confidentiality as it relates to these areas.

Credit Hours: 3
Class Hours: 45
Lab Hours: 0
Total Contact Hours: 45

II. COURSE OBJECTIVES: *Course will:*

As a result of taking this course, the student will be able to identify and demonstrate the core functions of case management and record keeping of a substance abuse counselor. The student will be able to accurately display the decision-making process needed in order to make a substance abuse diagnosis. They will also be able to identify and justify the appropriate level of care needed for clients entering substance abuse treatment.

III. STUDENT LEARNING OUTCOMES AND GENERAL EDUCATION LEARNING OUTCOMES:

A. STUDENT LEARNING OUTCOMES: *Student will be able to:*

1. Apply the steps needed in order to make and assessment, produce a treatment plan and diagnose clients with chemical misuse, abuse and dependency issues.
2. List the various levels of care for those in need of treatment due to the misuse, abuse or dependence of treatment.

3. Demonstrate proficiency in recording and managing client case materials, including computerized record systems.
4. Apply legal and ethical principles to chemical dependency client cases and agencies.

B. GENERAL EDUCATION LEARNING OUTCOMES

GELO #2: Written Communication

1. Identify and evaluate evidence from a variety of printed, visual, and electronic sources.
2. Read and write in mechanically-sound, college-level English.

GELO #3: Critical Thinking and Problem Solving

1. Collect, identify, interpret and analyze data.
2. Evaluate the validity of arguments, alternatives, data, outcomes, and/or impacts of actions.

IV. CONTENT/TOPICAL OUTLINE (*course outline may provide more detailed information)*

- **A.** Roles of Case Manager
- **B.** Case Management- interviewing and recording
- **C.** Elements of Content
- **D.** Writing Case Records
- **E.** Case presentation
- **F.** Confidentiality
- **G.** Professional Ethics and Issues

V. INSTRUCTIONAL MATERIALS

A. Required Text(s):

Corey and Corey*; Issues and Ethics in the Helping Professions,* Current Edition, Brooks/Cole

American Psychiatric Association, *Diagnostic and Statistical Manual of Mental Disorders*, current edition American Psychiatric Association

B. Other Resources:

Sample assessment instruments

VI. METHODS OF PRESENTATION/INSTRUCTION

A. Methods of presentation typically include a combination of the following:

Lecture, Discussion, Videos, Videos, Case Presentations, in class writhing exercises, in class computer exercises.

VII. METHODS OF EVALUATION

A. Methods of evaluation typically include a combination of the following: a combination of assignments, quizzes, exams, projects, skills display check offs, etc. For grading expectations please see the Course Information Document.

SCC STANDARD GRADING SCALE POLICY:

A+	**95-100**	**C+**	**75-79**
A	**90-94**	**C**	**70-74**
B+	**85-89**	**D+**	**65-69**
B	**80-84**	**D**	**60-64**
		F	**Below 60**

VIII. SPECIFIC COURSE REQUIREMENTS:

Requires a grade of "C" or above to meet graduation requirements for the Human Services Program.