

Human Services Associate

66-credit Associate of Applied Science Degree

About the Program

Challenging coursework helps students develop and practice the skills to provide direct client care, treatment, rehabilitation, education and behavioral direction.

Students will also study behavioral and rehabilitation techniques, individual and group counseling methods, pharmacology, family systems and ethics. Specialize in addiction studies (alcohol and other drug abuse), developmental disabilities or youth counseling/mental health.

A practicum is required in the third and fourth semesters to help students gain experience and apply classroom concepts. Typically, Human Services Associate graduates will work under the direction of social workers, psychologists, counselors and other professionals to provide services for those in need.

Potential Job Titles

- Adult Day Care Worker
- AODA Counselor
- Addictions Counselor
- Case Worker
- Counselor
- Counselor Assistant
- Residential Counselor
- Residential Manager
- Youth Care Counselor

Credit Transfer

Credits earned in the Human Services Associate program may be transferable to institutions offering baccalaureate degrees. Visit www.wctc.edu/transfer for specific information. Since the details of credit transfers change from time to time, be sure to contact the intended college or university to verify credit transferability.

Admission Process

- Fill out a WCTC application
- Send \$30 non-refundable application fee
- Send high school transcript or GED/HSED
- Send any previous college transcripts
- Complete Skills Assessment test (COMPASS)
- Begin pursuing Financial Aid options

Required Courses	Credits
First Semester	
520-100 Introduction to Human Services	3
520-102 Basic Counseling Skills Practice	3
520-113 Introduction to Mental Health	3
550-105 Psychopharmacology	3
801-195 Written Communication	3+
Total semester credits	15
Second Semester	
520-103 Case Management and Documentation or 550-120 Assess/Diag of Subst Abuse	3
520-106 Group Process and Practice	3
520-107 Ethics in Human Service Profession	3
550-130 Counseling Methods or 520-104 Behavior Management	3
801-196 Oral/Interpersonal Communication	3+
809-103 Think Critically & Creatively	3+
Total semester credits	18
Third Semester	
520-105 Understanding Diversity	3
520-108 Psycho Educational Services	3
520-110 Practicum I	3
809-195 Economics	3+
Elective	3
Total semester credits	15
Fourth Semester	
520-111 Family Systems	3
520-112 Practicum II	3
804-123 Math with Business Applications	3+
809-196 Introduction to Sociology	3+
809-198 Introduction to Psychology	3+
Elective	3
Total semester credits	18
+ Proficiency exam available	
<i>A grade point of 2.0 (C) or better is required in all core courses to complete the program. Curriculum is current as of catalog printing. The most current curriculum requirements for graduation will be provided upon admission to program, or review at www.wctc.edu.</i>	

- Schedule a personal interview with program counselor
- May require a caregiver background check conducted by the Department of Health and Family Services prior to admission

For more information, call 262.691.5200.

**Human Services Associate
Required Courses**

520-100 Introduction to Human Services 3
Review the roles and responsibilities of human service workers. Assess motivations, attitudes, and interest in the field. Discuss social problems that contribute to the dysfunction of individuals, groups, families, and communities, and the conditions and events leading people to human service organizations.
Prerequisites: 801-195 Written Communication (or concurrent) or 851-744 Writing Skills (or concurrent) or 851-771 Writing-Program Readiness (or concurrent) or 831-103 Intro to College Writing (or concurrent) or 851-771A Basic Writing (or concurrent)

520-102 Basic Counsel Skills Practice 3
Become familiar with counseling techniques, and practice the skills of attending, paraphrasing, reflecting, summarizing, probing, self-disclosure, interpreting, and confrontation.

520-103 Case Managmnt & Documentation 3
Practice and refine interviewing skills. Learn the techniques involved in maintaining clinical records, documenting referrals, staffing, and consultations.
Prerequisites: 520-102 Basic Counsel Skills Practice and 520-121 Human Service Populations and 520-100 Introduction to Human Services and 520-113 Introduction to Mental Health

520-104 Behavior Management 3
Develop skills that incorporate various behavior modification techniques, analysis of the uses of behavior modification, practice in developing programs for application, and data analysis.
Gain proficiency in data collection, assessment, measuring behavior, and writing behavior plans.

520-105 Understanding Diversity 3
Explore the issues that occur when working with diverse populations of clients, including but not limited to: persons with disabilities, ethnic groups, ages, genders, and sexual preferences. Learn and practice interviewing techniques appropriate to multi-culturally diverse agencies and clients.
Prerequisites: 520-100 Introduction to Human Services

520-106 Group Process and Practice 3
Develop and practice the skills necessary for facilitating a group. Discuss the concepts of group stages, strategies and techniques, and milieu group work.
Prerequisites: 520-102 Basic Counsel Skills Practice

520-107 Ethics in Human Service Profes 3
Explore a wide range of ethical dilemmas that can occur in the human services field. Discuss case studies, and reflect on ethical decision making.
Prerequisites: 520-100 Introduction to Human Services

520-108 Psycho Educational Services 3
Examine the use of psycho education as a means to help people learn about a broad range of emotional and behavioral difficulties, their effects, and strategies for dealing with them. Learn and practice the principles and skills involved with using psycho education as a tool to promote wellness.

520-110 Practicum I 3
Apply previously learned knowledge and skills in an occupational setting.
Prerequisites: 550-105 Psychopharmacology or 520-121 Human Service Populations; and 520-106 Group Process and Practice and 520-107 Ethics in Human Service Profes (or concurrent) and 550-130 Counseling Methods or 520-104 Behavior Management; and 520-108 Psycho Educational Services (or concurrent) and 520-105 Understanding Diversity (or concurrent)

520-111 Family Systems 3
Develop the skills relevant to helping families. Learn to assess family functioning, child maltreatment, addiction, and domestic violence.

520-112 Practicum II 3
Practice previously learned skills while working in a human service environment. During a weekly seminar, develop supportive relationships with peers and explore the role that values and personal experiences play in work with clients.
Prerequisites: 520-110 Practicum I

520-113 Introduction to Mental Health 3
Examine the major diagnostic categories of mental illness while maintaining a focus on the psychiatric management of mental illness. Explore the unique treatment needs of people who have a psychiatric disorder and a coexisting substance-abuse problem.

520-121 Human Service Populations 3
Take an in-depth look at a variety of special populations including the disabled, elderly, adolescents and others in need of human services.

550-105 Psychopharmacology 3
Take an in-depth look at the physiological effects of drugs and alcohol, focusing on genetic predisposition factors, and physiological and biological effects and etiology.

550-120 Assess/Diag of Substance Abuse 3
Learn the skills needed to prepare a focused, well-organized interview. Collect information needed to develop and formulate a psychosocial and treatment plan. Develop differential diagnoses and the basic use of the DSM IV.
Prerequisites: 550-105 Psychopharmacology; and 550-100 Overview of Subs Abuse Serv or 520-100 Introduction to Human Services; and 520-113 Introduction to Mental Health and 520-100 Introduction to Human Services

550-130 Counseling Methods 3
Examine basic counseling theories, including motivational interviewing, crisis intervention, and reality therapy (contract development).
Prerequisites: 520-102 Basic Counsel Skills Practice and 520-100 Introduction to Human Services

801-195 Written Communication 3
Study and practice the transfer of information, ideas, and experiences in written form through reports, letters, memoranda, and other documents. Gain proficiency in the areas of organization, clarity, accuracy, and directness.
Prerequisites: COMPASS-Writing Skills or ACT-English or ASSET-Writing Skills or Accuplacer Sentence Skills or TABE Advanced Language or 831-103 Intro to College Writing or 851-771 Writing-Program Readiness

801-196 Oral/Interpersonal Comm 3
Practice the necessary skills for effective speech delivery, listening, assertiveness, conflict resolution, teamwork, and general interpersonal communication.

804-123 Math w Business Apps 3
Develop an understanding of real numbers, basic operations, linear equations, proportions with one variable, percents, simple interest, compound interest, annuity, apply math concepts to the purchasing/buying process, apply math concepts to the selling process, and basic statistics with business/consumer applications.

809-103 Think Critically & Creatively 3
Provides instruction in the vital, realistic, and practical methods of thinking which are in high demand in all occupations of substance today. Decision making, problem solving, detailed analysis of ideas, troubleshooting, argumentation, persuasion, creativity, setting goals and objectives, and more are considered in depth as the student applies specific thinking strategies and tools to situations in a wide variety of workplace, personal, academic, and cultural situations.
Prerequisites: COMPASS-Reading Skills or 858-775 Reading - Program Readiness or 838-105 Intro Reading & Study Skills or TABE Advanced Reading or Accuplacer Reading Comprehension or College Proficiency - Reading or Grandfathered Rdg Requirement or ACT-Reading

809-195 Economics 3
Discuss the major institutions and principles that underlie the contemporary American economic system, and consider topics such as the free enterprise system, supply and demand, circular flow, government involvement, the Federal Reserve System, economic growth and development, the effects of international trade, comparative economic systems, and global economics.
Prerequisites: COMPASS-Reading Skills or 858-775 Reading - Program Readiness or 838-105 Intro Reading & Study Skills or TABE Advanced Reading or Accuplacer Reading Comprehensi or College Proficiency - Reading or Grandfathered Rdg Requirement or ACT-Reading

809-196 Introduction to Sociology 3
Learn the basic concepts of sociology: culture, socialization, social stratification, multiculturalism, and the five institutions, including family, government, economics, religion, and education. Other topics include demography, deviance, technology, environment, social issues, social change, social organization, and workplace issues.
Prerequisites: COMPASS-Reading Skills or 858-775 Reading - Program Readiness or 838-105 Intro Reading & Study Skills or TABE Advanced Reading or Accuplacer Reading Comprehensi or College Proficiency - Reading or Grandfathered Rdg Requirement or ACT-Reading

809-198 Introduction to Psychology 3
Explore concepts and terminology related to the topics of learning, perception, personality, motivation, human development, and abnormal behavior. Examine the theories of the major psychologists.
Prerequisites: COMPASS-Reading Skills or 858-775 Reading - Program Readiness or 838-105 Intro Reading & Study Skills or TABE Advanced Reading or Accuplacer Reading Comprehension or College Proficiency - Reading or Grandfathered Rdg Requirement or ACT-Reading

Elective Options
Any course at the associate degree level will meet the elective requirement.