HSV 0160. Introduction to Employee Assistance Programs. 3 Hours.
Introduces the conceptual framework of EAPs. Examines the history of EAPs, their essential components, employee education and supervisory training, program models, marketing, and EAP account management. Offers students an opportunity to learn about policy development, legal issues, pricing, and funding EAPs. This course serves as an EAP primer and should be taken as the first course in the certificate program.

HSV 0161. Quantitative and Qualitative Evaluation of EAPs. 3.2 Hours.
Focuses on techniques of client-satisfaction reporting and how to reconcile specific company reports with one’s book of business. Topics include how to audit telephone call centers and instruments and how to audit clinical records with appropriate confidentiality protections, as well as the procedures and instruments for reviews. Management information system reporting, including specific utilization counts and comparing results with a program’s book-of-business data, are broken down by industry type and presented. Emphasizes cost-benefit analysis. Addresses how to determine and calculate cost drivers from health insurance, disability, workers compensation payments, and prescription drug costs.

HSV 0163. Clinical Components of EAP Services. 3.2 Hours.
Focuses on the understanding and management of clinical and service delivery aspects of EAPs. Topics include telephone access, assessment/referral and short-term counseling, appropriate screening instruments, clinical supervision, confidential record keeping, resource referral networks, and counselor credentialing. Includes appropriate protocols for telephone and e-counseling.

HSV 0164. International EAPs. 3.2 Hours.
Explores global trends in EAPs and reviews the work of over twenty-four internationally known EA professionals and programs from a number of other countries and in various settings. Reviews and discusses several EAP service models, both public and private, that are currently in use around the world.

HSV 0165. Addictions in the Workplace. 3.2 Hours.
Approaches the concept of addiction from a disease model perspective. Provides a historical overview of alcohol and substance abuse in the workplace and focuses on the historical role of EAPs in addressing workplace substance abuse and associated negative effects on health and productivity. Surveys and explores newer waves of illegal workplace drug use, eating disorders, gambling, and Internet pornography addiction. Presents effective policy development, procedures for interventions, appropriate screening instruments, and current best practices and psychopharmacological treatments.

HSV 0166. EAP Accreditation/Quality Management. 3.2 Hours.
Introduces participants to the concept of and procedures for evaluating EAPs. Topics include total quality management and accreditation of EAPs. Presents in detail the accreditation process from the application stage to writing the self-study and reviewing all the standards.

HSV 1100. Introduction to Human Services. 3 Hours.
Serves as an overview to the field of social work and human services, including the skills, abilities, attitudes, and values necessary to be successful; the range of roles and areas of specialization available to those in this profession (counseling, criminal justice, healthcare administration, advocacy, group work, community services); and current issues impacting the field today. Covers community support, case management, crisis intervention, and biopsychosocial rehabilitation best practices to meet the demands for community-based outreach and prevention and treatment programs.

HSV 1990. Elective. 1-4 Hours.
Offers elective credit for courses taken at other academic institutions. May be repeated without limit.

HSV 2200. Introduction to Clinical Practice. 3 Hours.
Presents an overview of the major theoretical approaches to clinical practice. Offers students an opportunity to develop values, skills, dispositions, and competencies needed to serve a wide range of populations, particularly those who are vulnerable. Considers the influence of field of study, emotional intelligence, interdisciplinary engagement, and cultural responsiveness on their work with clients.

HSV 2240. Human Behavior in the Social Environment. 3 Hours.
Offers students a foundation for understanding behavior as it applies within the context of dynamic human systems. Interactions with individuals, families, groups, organizations, and communities are at the core of practice. Explores the interrelationship between human development and behavior across the life span, focusing on the impact of surroundings such as culture, community, and social systems. Introduces research-oriented and practice-based perspectives to enhance students’ development with regard to professional values, ethics, assessment, and intervention strategies. Emphasizes diverse and at-risk populations.

HSV 2990. Elective. 1-4 Hours.
Offers elective credit for courses taken at other academic institutions. May be repeated without limit.

HSV 3200. Techniques in Individual and Group Counseling. 3 Hours.
Explores clinical practice with individuals, groups, and families. Focuses on developing 21st-century practice skills relevant in today’s global social and health services market through a variety of classroom methods. Explores theoretical frameworks and their applications in a variety of settings. Emphasizes marginalized, vulnerable, and underserved populations.

HSV 3220. Health Services Organizations, Opportunities, and Challenges. 3 Hours.
Examines the role of changing systems, such as organizations and communities. Topics include the spectrum of macro practice realms, such as planning, program development, community organizing, advocacy, education, and human services management. Explores a diverse range of macro practice arenas with a wide range of populations. Emphasizes underserved populations, such as veterans, children, families, and aging populations.

Explores how social policy influences various aspects of child, family, and community development and welfare. Offers students an opportunity to examine the influence of social policies at the local, state, and federal level, including their impact on service delivery and various populations. Identifies key values, attitudes, skills, and dispositions needed for change agency and to advocate for those who are underserved.

HSV 3350. Research Methods in Human Services. 3 Hours.
Offers a hands-on examination of social and behavioral science research and how it informs and guides practice. Topics include defining problems of practice, research design, theoretical frameworks, surveying of scholarly literature, and applying ethical principles toward prevention and intervention-based program development and evaluation.
HSV 3400. Human Services Volunteer Practicum. 3 Hours.
Offers students an opportunity to engage in a community placement in the field of human services/social work, where they obtain hands-on experience to support the development of necessary skills, attitudes, and dispositions in working with others. Students are supported in finding opportunities within their proximity and are expected to volunteer, participate in discussions, and submit the required writing assignments and documentation of completed hours. May be repeated once.

HSV 3990. Elective. 1-4 Hours.
Offers elective credit for courses taken at other academic institutions. May be repeated without limit.

HSV 4850. Human Services Capstone. 3 Hours.
Offers students an opportunity to reflect on professional identity and development within the field of human services. Students are supported in finding opportunities to engage in agency settings to bolster professional competencies needed to serve individuals, groups, organizations, and communities in our global 21st century. Students end the course by presenting a professional-brand portfolio to demonstrate mastery of content and to clarify ongoing professional goals.

HSV 4950. Seminar. 1-4 Hours.
Offers an in-depth study of selected topics.

HSV 4955. Project. 1-4 Hours.
Focuses on in-depth project in which a student conducts research or produces a product related to the student’s major field. May be repeated without limit.

HSV 4983. Topics. 1-4 Hours.
Covers special topics in human services. May be repeated without limit.

HSV 4990. Elective. 1-4 Hours.
Offers elective credit for courses taken at other academic institutions. May be repeated without limit.

HSV 4991. Research. 1-4 Hours.
Offers students an opportunity to conduct research under faculty supervision.

HSV 4992. Directed Study. 1-4 Hours.
Offers independent work under the direction of members of the department on a chosen topic.

HSV 4993. Independent Study. 1-4 Hours.
Offers independent work under the direction of members of the department on a chosen topic.

HSV 4994. Internship. 1-4 Hours.
Provides students with an opportunity for internship work.

HSV 4995. Practicum. 1-4 Hours.
Offers students an opportunity to perform independent work within an administrative setting, working in conjunction with a preceptor. Projects include problem identification, data gathering, analysis of alternatives, and implementation of a plan of action.

HSV 4996. Experiential Education Directed Study. 1-4 Hours.
Draws upon the student’s approved experiential activity and integrates it with study in the academic major.

HSV 5976. Directed Study. 1-4 Hours.
Offers independent work under the direction of members of the department on a chosen topic.

HSV 5978. Independent Study. 1-4 Hours.
Offers independent work under the direction of members of the department on a chosen topic.

HSV 5984. Research. 1-4 Hours.
Offers students an opportunity to conduct research under faculty supervision.

HSV 6100. Theory and Practice of Human Services. 3 Hours.
Examines the development of human service policies and organizations in the United States. Offers students an opportunity to learn the basic issues in contemporary human services and the basic principles of research utilized by human service professionals.

HSV 6110. Human Services Management and Development. 3 Hours.
Explores the issues of organizational behavior and leadership in human service organizations. Offers students an opportunity to learn about issues in human resource theory, policy, planning, and evaluation.

HSV 6120. Social Inequality, Social Change, and Community Building. 3 Hours.
Examines methods for involving community residents in decision-making systems at the local level. Features ways in which residents are empowered through community-based business and economic development, health and human services, and housing and neighborhood revitalization projects. Offers students an opportunity to learn methods for facilitating community involvement, constructively engaging diverse groups of stakeholders in strategic partnerships, and building communities.

HSV 6160. Introduction to Employee Assistance Programs. 3 Hours.
Introduces the history and conceptual framework of Employee Assistance Programs (EAPs), their essential components, program models, and EAP account management. Offers students an opportunity to learn about policy development, legal issues, pricing, and funding EAPs.

HSV 6162. EAP Services. 4 Hours.
Focuses on managing EAP services and includes familiarizing the participant with the various service options offered by EAPs. Discusses specific work/life offerings, including child care and elder care resources and referral services, legal and financial resources and referral services, wellness programs, organizational behavior services, coaching, mediation, and conflict resolution.

HSV 6163. Clinical Components of EAP Services. 4 Hours.
Focuses on the understanding and management of clinical and service delivery aspects of EAPs. Topics covered include telephone access, assessment/referral and short-term counseling, appropriate screening instruments, clinical supervision, confidential record keeping, resource referral networks, and counselor credentialing. Includes appropriate protocols for telephone and e-counseling.

HSV 6164. International EAPs. 4 Hours.
Explores global trends in EAPs and reviews the work of over twenty-four internationally known EAP professionals and programs from a number of other countries and in various settings. Reviews and discusses several EAP service models, both public and private, that are currently in use around the world.

HSV 6165. Addictions in the Workplace. 4 Hours.
Approaches the concept of addiction from a disease model perspective. Provides a historical overview of alcohol and substance abuse in the workplace and focuses on the historical role of EAPs in addressing workplace substance abuse and associated negative effects on health and productivity. Surveys and explores newer waves of illegal workplace drug use, eating disorders, gambling, and Internet pornography addiction. Presents effective policy development, procedures for interventions, appropriate screening instruments, and current best practices and psychopharmacological treatments.
HSV 6610. Quantitative and Qualitative Evaluation of EAPs. 4 Hours.
Focuses on techniques of client-satisfaction reporting and how to reconcile specific company reports with one's book of business. Includes how to audit telephone call centers and instruments and how to audit clinical records with appropriate confidentiality protections, as well as the procedures and instruments for reviews. Management information system reporting, including specific utilization counts and comparing results with a program's book-of-business data, is broken down by industry type and presented. Emphasizes cost-benefit analysis. Addresses the question of how to determine and calculate cost drivers from health insurance, disability, workers' compensation payments, and prescription drug costs.

HSV 6620. EAP Accreditation/Quality Management. 4 Hours.
Introduces the concept of and procedures for evaluating EAPs. Topics include total quality management and accreditation of employee assistance programs. Presents in detail the accreditation process from the application stage to writing the self-study and reviewing all the standards.

HSV 6630. Research and Evaluation in Human Services. 3 Hours.
Surveys current theoretical and methodological practices across the field of human services and examines the applicability of the scientific research approach to the field of professional human service work. Addresses key approaches and practices in the area of evaluative research, including design, implementation, and assessment.

HSV 6640. Policy Issues in Human Services. 3 Hours.
Examines current social policy issues in the realm of human services. Possible topics include privatization of welfare, trends in mental healthcare, the impact of immigration, issues in education, and issues in reproductive rights.

HSV 6961. Internship. 1-4 Hours.
Provides students with an opportunity for internship work. May be repeated without limit.

HSV 6962. Elective. 1-4 Hours.
Offers elective credit for courses taken at other academic institutions. May be repeated without limit.

HSV 6964. Co-op. 0 Hours.
Provides eligible students with an opportunity for work experience.

HSV 6966. Practicum. 1-4 Hours.
Provides eligible students with an opportunity for practical experience.

HSV 6970. Seminar. 1-4 Hours.
Offers an in-depth study of selected topics.

HSV 6980. Capstone. 1-4 Hours.
Provides students with an opportunity to complete a service-learning project. Covers how to conduct a community needs assessment of a community and how to develop skill and sophistication in assessing community strengths and identifying community needs. The final project requires drafting a program proposal and making policy recommendations.

HSV 6983. Topics. 1-4 Hours.
Covers special topics in human services. May be repeated without limit.

HSV 6995. Project. 1-4 Hours.
Focuses on in-depth project in which a student conducts research or produces a product related to the student's major field. May be repeated without limit.

HSV 7961. Internship. 1-4 Hours.
Provides students with an opportunity for internship work. May be repeated without limit.