Human Services

Master of Arts in Human Services
Graduate Certificate – 1

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Office Phone: (217) 206-6687
Office Location: BRK 332

Professional Development Sequence in Gerontology (blended format)
The Human Services Department offers a 16-hour professional development sequence in gerontology. The sequence is designed for individuals who already have one graduate degree and are working in some capacity with the elderly or who otherwise desire or need basic graduate-level coursework in gerontology. Contact the Human Services Program for more information.

Certificate in Alcohol and Substance Abuse (blended format)
The department offers a graduate certificate in Alcohol and Substance Abuse to provide education to individuals who wish to become certified in the substance abuse counseling profession, but who do not wish to complete a formal degree program. On completion of the required 20 semester hours of courses, students may take the Certified Alcohol and Other Drug Abuse Counselor (CADC) exam through the Illinois Alcohol and Other Drug Abuse Professional Certification Association (IAODAPCA).

Online or Blended Curriculum
The Social Service Administration concentration is offered online; the Alcohol and Substance Abuse, Child and Family Studies, and Gerontology concentrations are offered in a blended format.

• Alcoholism and Substance Abuse Concentration
• Child and Family Studies Concentration
• Gerontology Concentration
• Social Services Administration Concentration

Note: All courses are required unless otherwise noted.

The Master’s Degree
The M.A. degree in Human Services (HMS) provides advanced professional education for students who have an undergraduate education in human services or who have completed specific prerequisite courses to prepare them for study in the field. It is a multidisciplinary degree that prepares students to become competent as human services professionals for multiple roles and settings.

The degree contains core courses that teach skills and concepts needed by all human services professionals and integrates content from several academic concentrations to allow students to develop specific expertise. The concentrations are:

1. alcoholism and substance abuse,
2. child and family studies,
3. gerontology, and
4. social services administration.

Students are prepared to practice with competency and confidence within all concentrations. Study in this degree program requires that students examine aspects of their past lives and family experiences in an effort to understand their beliefs, values, and biases. This self-awareness is necessary when working with vulnerable populations.

The degree program teaches students to appreciate contemporary and historic human characteristics, issues, and problems and to plan for the delivery of human services in the future. Courses teach students to design, assess, treat, plan for, advocate for, counsel with, manage, and collaborate with individuals, groups, or agencies needing and using human services.

Accreditation
The Human Services Alcohol and Substance Abuse concentration is accredited by the Illinois Alcohol and Other Drug Abuse Professional Certification Association (IAODAPCA).

Advising
The Human Services faculty has a professional and ethical obligation to conduct continual assessment with students so they are aware of limitations that may impede their future success. Moreover, the faculty has an obligation not to admit or to remove from candidacy any student who does not meet these requirements.

Grading Policy
Graduate students must earn a grade of B (3.0) or better in each course (grades of B- or lower will not be accepted).

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master’s Degrees section of this catalog.

Internship
The four-credit hour internship is designed to provide an opportunity for students to integrate knowledge and skills gained in courses into direct practice. The internship consists of intensive work experiences with supervision (100 work hours for each academic hour) in a human services environment (500 hours are required for students in the Alcoholism and Substance Abuse Concentration).

Students with three years of supervised full-time experience in their designated human services field may, with approval of their academic advisor, submit a Student Petition form to substitute four hours of regular course work for the internship.

Degree Requirements
A master’s degree in Human Services requires 44 hours of graduate-level course work, including 24 hours of core course work, plus 20 hours earned in a concentration selected from one of four options outlined.

Prerequisite Courses (two courses) or the equivalent
1. A course in either human behavior in the social environment or a course in life-span developmental psychology, and
2. A course in either research methods or a course in statistics.

**Core Requirements**

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>HMS 501</td>
<td>Critical Perspectives in Human Services</td>
<td>4</td>
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<tr>
<td>HMS 502</td>
<td>Interviewing and Assessment Skills in Human Services</td>
<td>4</td>
</tr>
<tr>
<td>HMS 511</td>
<td>Social Policy and Human Services</td>
<td>4</td>
</tr>
<tr>
<td>HMS 516</td>
<td>Ethics and Professional Development</td>
<td>4</td>
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<tr>
<td>HMS 550</td>
<td>Internship</td>
<td>4</td>
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<tr>
<td>HMS 585</td>
<td>HMS Capstone</td>
<td>4</td>
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<tr>
<td>HMS 586</td>
<td>HMS Capstone Continuing Enrollment</td>
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Total Hours: 24

1. Offered online each fall and spring semester.
2. Zero credit hour/one billable hour each fall and spring semester until completion.

HMS 580 is available with permission from the HMS department for those students who enrolled in the graduate degree program during the time when the project/thesis were used as the closure options.

**Master's Closure**

Taken during the last semester of studies, HMS 585 helps students complete their Capstone. It integrates learning from core and concentration courses and further prepares students to use best practices. To receive credit, students must present their Capstone project to a faculty committee, and obtain formal committee approval.

HMS 580 is available with permission from the HMS department for those students who enrolled in the graduate degree program during the time when the project/thesis were the closure options.

**Online or Blended Curriculum**

The Social Service Administration concentration is offered online; the Alcohol and Substance Abuse, Child and Family Studies, and Gerontology concentrations are offered in a blended format.

**Joint Degree Option – Human Services/Public Health (HMS/MPH)**

The UIS Departments of Public Health and Human Services have an articulation agreement that allows interested students to obtain a joint master’s degree in Public Health and Human Services (MPH/HMS). Although many courses are offered online, the MPH/HMS joint degree is classified as an on campus joint degree. The HMS/MPH joint degree is a 68 credit hour master’s degree option that requires students to take 32 credit hours from both departments, plus a four hour internship from one of the departments. Students take core classes from both HMS and MPH, as well as elective courses. Closure exercises from both departments are required. Students must apply to both graduate departments to be eligible for the joint degree. All prerequisites from each department apply. Interested students must meet with an academic advisor prior to enrolling.

**Degree Requirements**

**Core Requirements**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>HMS Core Courses</td>
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<tr>
<td>HMS 501</td>
<td>Critical Perspectives in Human Services</td>
<td>4</td>
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**MPH Core Courses**

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<tr>
<th>Course Code</th>
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<th>Hours</th>
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<tbody>
<tr>
<td>MPH 503</td>
<td>Biostatistics</td>
<td>4</td>
</tr>
<tr>
<td>MPH 506</td>
<td>Research Methods in Public Health</td>
<td>4</td>
</tr>
<tr>
<td>MPH 511</td>
<td>Epidemiology</td>
<td>4</td>
</tr>
<tr>
<td>MPH 521</td>
<td>Introduction to Environmental Health</td>
<td>4</td>
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<tr>
<td>MPH 531</td>
<td>Public Health Policy</td>
<td>4</td>
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<tr>
<td>MPH 561</td>
<td>Public Health Education</td>
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**Internship Requirement**

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<th>Course Code</th>
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<th>Hours</th>
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<tbody>
<tr>
<td>HMS 550</td>
<td>Internship</td>
<td>4</td>
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<tr>
<td>MPH 581</td>
<td>Internship</td>
<td>4</td>
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**Elective Courses**

**HMS Electives**

Select three courses from one of the following concentrations: 12

- Alcohol and Substance Abuse (blended curriculum)
  - HMS 521 Advanced Interviewing and Intervention
  - HMS 525 Alcoholism and Substance Abuse
  - HMS 527 Assessment and Treatment of Substance Abuse
  - HMS 528 Dual Diagnosis and Relapse Prevention

- Child and Family Studies (blended curriculum)
  - HMS 521 Advanced Interviewing and Intervention
  - HMS 525 Alcoholism and Substance Abuse
  - HMS 533 Child Abuse And Neglect
  - HMS 537 Treating Children from Diverse Populations
  - HMS 567 Family Dynamics and Intervention

- Gerontology (blended curriculum)
  - HMS 508 Psychology Of Aging
  - HMS 529 Perspectives on Aging
  - HMS 563 Sociology of Death, Dying, and Bereavement
  - HMS 582 Aging And The Human Services

**Social Service Administration (online curriculum)**

- HMS 514 Staff Development and Supervision
- HMS 538 Social Services Administration
- HMS 584 Introduction to Nonprofit Management
- HMS 588 Grant Writing in Human Services

**MPH Electives**

Select two 500-level MPH courses 1 8

**Closure Requirement**

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<th>Course Code</th>
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<th>Hours</th>
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<tbody>
<tr>
<td>HMS Closure</td>
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<tr>
<td>HMS 585</td>
<td>HMS Capstone</td>
<td>4</td>
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<tr>
<td>MPH Closure 2</td>
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</table>

Total Hours: 68

1. In consultation with and approval by the academic advisor. The student's career path should be considered for the best selection of these electives.
Students complete the MPH comprehensive examination. No credit hours are awarded for completion of the exam. Students who do not complete the examination during their final semester of study must enroll in MPH 583 (zero credit hours, one billable credit hour) each regular semester (fall/spring) until they pass the exam.

- Graduate Certificate in Alcohol and Substance Abuse

Courses

HMS 401. Human Development Across the Lifespan. 3 Hours.
This course will focus on human development throughout the lifespan and how human service professionals can incorporate the concepts into practice. Specifically, physical, cognitive, social, and emotional development concepts throughout an individual's lifespan will be studied. Students will examine various theoretical perspectives as they apply to human development from birth to death. These concepts will assist future human service professionals in understanding client problems from a developmental perspective. This course will allow human service professionals to assess and understand clients' developmental processes, and then provide appropriate strategies to help the client work through issues that block growth and adaptation.

HMS 499. Tutorial. 1-12 Hours.
Intended to supplement, not supplant, regular course offerings. Students interested in a tutorial must secure the consent of the faculty member concerned before registration and submit any required documentation to him or her.

HMS 501. Critical Perspectives in Human Services. 4 Hours.
Introductory course that should be taken during the student's first semester. Examination of the conflicting roles and functions of human services in an advanced, increasingly technological society. Special attention is given to the issues of poverty, health care and ageism, child welfare, family problems, substance abuse, and the privatization of human services.

HMS 502. Interviewing and Assessment Skills in Human Services. 4 Hours.
Graduate-level communication and assessment skills needed to develop, sustain, and manage a helping relationship with clients. Instruction in recognizing and using both formal and informal methods of assessment including a variety of tools used in human services.

HMS 508. Psychology Of Aging. 4 Hours.
This course serves as a foundation to the psychology of aging with emphasis on theories, methodologies, and research findings. Topics include the following: memory, cognition, dementia, gender issues, personality/intellectual development, and geriatric assessment. As a result of the readings assigned for this class, students will obtain a unique perspective on the individual aging process. Caregiver dynamics, both spousal and adult child, will be integrated into the course material.

HMS 511. Social Policy and Human Services. 4 Hours.
An in-depth understanding of social welfare policy, including the historical and current view of systems, concepts of human causes and needs, idealized components of delivery systems, roles and conflicts of the human services professional.

HMS 514. Staff Development and Supervision. 4 Hours.
This course provides students with a background in direct and clinical supervision, personnel issues, staff development, supervision models, and culturally competent and ethical supervisory practices. Application of supervisory skills to practice is achieved by realistic and pertinent case studies.

HMS 516. Ethics and Professional Development. 4 Hours.
This course will examine the moral and legal bases for ethical guidelines and professional ethical codes for Human Service professionals. Students will examine their values and how their values affect the helping relationship.

HMS 521. Advanced Interviewing and Intervention. 4 Hours.
Instruction in facilitating and terminating therapeutic relationships designed to help clients improve their personal functioning and heal emotional pain. Emphasis on skill development in the areas of assessment, treatment, planning, and intervention. Course Information: Prerequisite: HMS 502 or equivalent experience.

HMS 525. Alcoholism and Substance Abuse. 4 Hours.
In-depth overview of the field of alcoholism and substance abuse. Topics include the physiological/biological effects of drugs, treatment and relapse issues, and ethical issues.

HMS 527. Assessment and Treatment of Substance Abuse. 4 Hours.
Evaluation of substance abuse patterns and assessment of various treatment alternatives. Process of intervention and various approaches to treatment. Course Information: Prerequisite: HMS 525 or equivalent.

HMS 528. Dual Diagnosis and Relapse Prevention. 4 Hours.
Recognition and treatment of clients who present with an initial diagnosis such as alcoholism and substance abuse but may also have a mental illness which, when left untreated, may cause relapse. Explores barriers to recovery, high risk factors to relapse, and the developmental process in recovery. Course Information: Prerequisite: HMS 525.

HMS 529. Perspectives on Aging. 4 Hours.
Theory and competencies related to the changing landscape of the increasing elderly population in America. In this overview of gerontology, students acquire a knowledge base for management skills and service provisions that include the biological, psychological, sociological, and economics processes of aging.

HMS 533. Child Abuse And Neglect. 4 Hours.
This course explores the problem of child maltreatment. It teaches students to effectively deal with issues of child abuse and neglect, including recognizing and reporting abuse, missions of child protective agencies, interdisciplinary and community resources, and methods of improving the general well being of families who show indications of high risk.

HMS 537. Treating Children from Diverse Populations. 4 Hours.
This course focuses on the provision of services to children from diverse populations. Using a biopsychosocial perspective, emphasis is placed on the social, cultural, familial, and individual similarities and differences in values and behavior. Therapeutic techniques are explored. Course Information: Same as AAS 537.
HMS 538. Social Services Administration. 4 Hours.
This course provides comprehensive overview of administering human service organizations. Topics include leadership theory, strategic planning, time management, diversity management, staff employment challenges, fiscal management, funding, and resource development, team building, and board work. Application of administrative skills to practice is achieved by experiential activities and case activities.

HMS 550. Internship. 4 Hours.
Intensive direct service experience in a social service agency. Regular supervision is required. Placement is developed with adviser; 100 hours of service earns one credit hour. Service time may be concurrent with classes or may be full time. Course Information: Credit/No Credit grading only.

HMS 563. Sociology of Death, Dying, and Bereavement. 4 Hours.
This course will explore the social, psychological, cultural, and personal experiences of death, grief and loss. Examples of topics covered will include: cultural attitudes towards death, caregiver-patient relationships, hospice and palliative care, coping with life threatening illness, active and passive euthanasia, bereavement, grief and mourning. This class is not meant to serve as a grief recovery support group; however, the content does prompt personal reflections as we all continue to process the losses experienced in our lives.
Course Information: Same as SOA 563.

HMS 567. Family Dynamics and Intervention. 4 Hours.
Comprehensive study of the dynamics of marriage and family life. The course teaches practitioners cultural sensitivity and variety in treatment methods. A study of models used in marriage, family, and divorce intervention is explored.

HMS 580. Master's Project/Thesis Continuing Enrollment. 0 Hours.
This course is offered to those students who enrolled in HMS 579 as their closure option and were unable to complete that option by the time four hours were accrued in continuing enrollment. Students must register in HMS 580 for zero credit hours (one billable hour) in all subsequent semesters until the closure option is completed. Course Information: May be repeated. Restricted to HMS.

HMS 582. Aging And The Human Services. 4 Hours.
The purpose of this course is to develop a working knowledge of current programs that provide services to older adults, to be able to critically analyze the policies and programs that are in existence, and to observe/evaluate the direct utilization/operation of existing programs. Guest speakers from gerontology programs will be a significant supplement to this course.

HMS 584. Introduction to Nonprofit Management. 4 Hours.
This course provides a comprehensive overview of contemporary issues in managing nonprofit organizations. Topics include theories of nonprofit management, basic leadership practice, social problem analysis, programmatic intervention strategies, effective program design, needs assessments, mission statements, goals and objectives, program evaluation and performance measurement, and successful diversity management.

HMS 585. HMS Capstone. 4 Hours.
Taken during the last semester of studies, this course provides students with the structure to complete a comprehensive assessment case study analysis. It integrates learning from core and concentration courses and further prepares students to use best practices. To receive credit, students must present their capstone document to a faculty committee and obtain formal committee approval. NOTE: If the closure option is not completed by the time four hours are accrued in continuing enrollment, students must register for HMS 586 for zero credit hours (one billable hour) in all subsequent semesters until the closure option is completed. Course Information: Restricted to HMS; student must be enrolled in last semester.

HMS 586. HMS Capstone Continuing Enrollment. 0 Hours.
Refer to NOTE in course description for HMS 585. Course Information: May be repeated. Restricted to HMS.

HMS 588. Grant Writing in Human Services. 4 Hours.
This course provides an overview of the grant writing process for human service programs. Students learn a step-by-step process by writing an actual proposal for an assigned human service organization. Students learn to collaborate with each other and their assigned organization resulting in a competitive grant proposal.

HMS 589. Financial Management in the Nonprofit Sector. 4 Hours.
HMS 589 lays the foundation for financial management in the nonprofit sector. This course begins with basic budgeting and covers an array of financial management topics. This course is an elective for SSA students. SSA students have the option to take another course in an alternative HMS concentration that is of interest to serve as their SSA elective. This course can serve as an elective. Restricted to graduate students and must have instructor approval.

HMS 599. Tutorial. 1-12 Hours.
Intended to supplement, not supplant, regular course offerings. Students interested in a tutorial must secure the consent of the faculty member concerned before registration and submit any required documentation to him or her.