

**SOUTHEAST MISSOURI STATE UNIVERSITY  
COURSE SYLLABUS**

**Department of:** Human Environmental Studies

**Course No.:** CF405

**Title of Course:** Special Population Practicum  
\_\_\_\_\_

**Revision:** \_\_\_\_\_

**New:** Fall 2004

**I. Catalogue Description and Credit Hours:**

Professional supervised placement in centers serving young adults/adult special populations.  
(3)

**II. Prerequisite(s):**

CF300/301, CF320 or 6 hours in human service course or permission of instructor; criminal background screening required.

**III. Purposes or Objectives of the Course:**

The student will:

- A. Demonstrate a knowledge and understanding of special population young adult and adult development
- B. Demonstrate effective and appropriate application of knowledge in interaction with special population young adults/adults.
- C. Plan and conduct activities that meet the needs of targeted population.
- D. Demonstrate the ability to work as a team member in facilitating the growth/progress of young adults/adults.
- E. Demonstrate the ability to document growth/progress/intervention specifics.
- F. Develop and demonstrate an understanding of Health Insurance Portability & Accountability Act (HIPAA) regulations.

**IV. Expectations of Students:**

Students will be expected to complete 100 hours of on-site contact time. Student will demonstrate appropriate professional manner observing all policies of the program. Students will complete all assignments and required tasks.

During the first week of the semester or prior to the first week, each student will attend a 10 hour orientation session at the site.

Students will attend and participate in a monthly seminar comprised of students in a variety of practicum experiences. Each student will be required to have two face-to-face conferences with the instructor during the semester.

<b>V. Course Content or Outline:</b>	<b>Hours</b>
A. Orientation (required by licensure)	10
1. Development disability overview	
2. HIPAA rules/confidentiality training	
3. History and regulations of center/site	
4. Licensure regulations of Adult Day Care Health Models	
5. Appropriate/inappropriate interaction techniques	
6. Practicum requirements/evaluation process	
7. On site observation of participants	
8. Overview of services provided at the Center	
9. Progress documentation	
10. Health and safety practices	
 B. Seminars	 8
1. Discussion of practicum experiences	
2. Critical assessment of staff and participants roles	
3. Identification of HIPAA implementation/safe guards	
 C. Face-to-face conference	 2
1. Double entry journal	
2. Self evaluation entry/exit	
3. Midterm and final evaluation discussion	
 D. On site participation	 <u>100</u>
Total	120

**VI. Textbook:**

Cronin, M.E. and Patton, J.R. (1993). *LifeSkills Instruction for All Students with Special Needs*. Austin, Texas: PRO-ED Publisher

**VII. Basis for Student Evaluation:**

Self evaluation entry/exit	25%
Site Supervisor midterm evaluation/final evaluation	50%
Seminar participation/discussion	10%
Double entry Journal	10%
Conference discussion	3%
Orientation quiz	2%