Department:

Health Science

Course Description:

This course prepares the individual for the role of Social Services Designee in an adult care facility. The impact of aging changes on the psychosocial and physical needs of long-term care residents is described. The specific responsibilities and functions of the Social Services Designee with residents, and as a member of the health care team, are discussed in detail.

Course Competencies:

Upon completion of the course, the student will be able to...

1. Discuss what it means to work in a long-term care home
2. Describe common physical and psychosocial aging changes in residents
3. Demonstrate knowledge of the required performance skills, role and function of the Social Services Designee in the long-term care setting

Course Content:

A. Philosophy of Long-Term Care
B. The Aging Process
   1. Basic human needs
   2. General concepts of human behavior
   3. Attitudes about aging
   4. Effects of the aging process
      a. Expected body changes
      b. Changes due to disease
      c. Physical impairments
      d. Mental impairments
      e. Sensory losses
      f. Terminology
   5. Psychosocial aspects of aging
      a. Stresses – physical, social and economic
      b. Heredity and lifestyles
      c. Gender and sexual orientation
      d. Institutionalization
      e. Problem behavior – coping mechanisms
      f. Interaction of impairments – physical and mental
      g. Understanding death and dying
C. Performance Skills
1. Team Concept – planning and coordination
2. Comprehensive facilities program development
3. Policies and procedures
4. Developing and utilizing outside resources
5. Communications
   a. Interviewing
   b. Writing
   c. Interacting with staff, residents and family
   d. Working with volunteers
   e. Cooperating with state inspectors
6. Working with support staff, managing supplies, budgeting
7. Applicable federal and state regulations
8. Residents’ rights

D. Role and Function
1. Understanding social work practice
   a. Historical perspectives
   b. Philosophy
   c. Code of ethics of the National Association of Social Workers
2. Understanding approaches to counseling
   a. Individual
   b. Group
   c. Family
   d. Grievances
3. Social services
   a. Admission and discharge process
   b. Liaison – family, agencies and community
   c. Referral – identification and use of outside resources
   d. Support services – group, volunteer and family
   e. Direct services – letter writing, conversation and shopping
   f. Residents’ council
4. Documentation
   a. Medical records practice
   b. Confidentiality
   c. Assessments
   d. Social histories
   e. Progress notes
5. Care plans
   a. Development
      a. Implementation
      b. Reviews
      c. Discharge
6. Consultation process
Learning Assessments:

Written exams including, but not limited to, pre/post tests and participation in classroom discussion will be used to evaluate student knowledge.

Instructional Materials:


Handouts and other materials at the instructor’s discretion

*Guidelines for Requesting Accommodations Based on Documented Disability or Medical Condition*

It is the intention of Highland Community College to work toward full compliance with the Americans with Disabilities Act, to make instructional programs accessible to all people, and to provide reasonable accommodations according to the law.

Students should understand that it is their responsibility to self-identify their need(s) for accommodation and that they must provide current, comprehensive diagnosis of a specific disability or medical condition from a qualified professional in order to receive services. Documentation must include specific recommendations for accommodation(s). Documentation should be provided in a timely manner prior to or early in the semester so that the requested accommodation can be considered and, if warranted, arranged.

On-Campus Students: At enrollment, any on campus student may complete a form that will allow them to self-identify any disability.

Off-Campus Regional Students: Self-identify your disability and accommodation needs with the Regional Coordinator and/or instructor, preferably prior to the first class meeting.

Online Students: Self-identify your disability and accommodation needs by contacting the Disabilities Coordinator. Students must provide their own programs to allow accessibility on their home computer.

Any student may also identify their disability by completing an online form located on the HCC homepage under Students Services/Resources/Disabilities. Questions should be directed to the Disabilities Coordinator.