

Week	Date	Topic	Required Readings	Assignments / Activities
1	08/21-08/27	Introduction to Course	Course Syllabus Textbook: Chap 1 Posted lecture/ Power Points Any additional posted required readings Review selected websites and resources	Quiz (10 pts) Student Profiles (10 pts) Self-reflection exercise (10 pts) DUE: 08/27 11:59pm
2	08/28 - 09/03	History, Present Trends, Future Implications for Case Management	Textbook: Chap 2 Posted lecture/ Power Points Any additional posted required readings Review selected websites and resources	Quiz (10 pts) Discussion (20 pts) DUE: 09/03 11:59pm
3	09/04 - 09/10	Roles of Case Management/ Models of Service Delivery/ Person Centered Approach	Textbook: Chap 3 Posted lecture/ PowerPoints Any additional posted required readings Review selected websites and resources	Quiz (10 pts) Written exercise: Case study (20 pts) Begin contacting a case manager in the human service field of your choice to interview (written paper due in Week 7) DUE: 09/10 11:59pm
4	09/11 - 09/17	Ethical, legal, & Multicultural Competence <i>Isn't the right thing to do and say obvious?</i>	Textbook: Chap 4 & 5 Posted lecture/ Power Points Any additional posted required readings Review selected websites and resources	Quiz (10 pts) Written exercise: resolving an ethical dilemma (10 pts) Identify individual of working age who has a disability to interview for your Case File Project DUE: 09/17 11:59pm
5	09/18 - 09/24	Legal considerations	Textbook: 4 Posted lecture/ Power Points Any additional posted required readings Review selected websites and resources	Quiz (10pts) Discussion (20 pts) Contact case manager in the human service field of your choice and conduct interview (written paper due in Week 7) DUE: 09/24 11:59pm

6	09/25 - 10/01	Assessment and case records	Textbook: Chap 6 Posted lecture/ Power Points Any additional posted required readings Review selected websites and resources	Quiz (10 pts) Contact case manager in the human service field of your choice and conduct interview (written paper due in Week 7) DUE: 10/01 11:59pm
7	10/02 - 10/08	Identifying the client's goal <i>How do I establish a good working alliance with my clients?</i>	Textbook: Chap 7 Posted lecture/ Power Points Any additional posted required readings Review selected websites and resources	Quiz (10 pts) Submit paper on case manager interview (20 pts) CASE FILE PROJECT: Contact individual with a disability you will interview for your Case File Project and schedule appointment (comprehensive intake case note due Week 10) DUE: 10/08 11:59pm
8	10/09- 10/15	Building a case file <i>What type of information do I need to gather?</i>	Textbook: Chap 9 Posted lecture/ Power Points Any additional posted required readings Review selected websites and resources	Quiz (10 pts) Self-reflection exercise (10 pts) - DUE: 10/15 11:59pm
9	10/16- 10/22	Assessment: The ongoing phase of assessment in case management <i>What do I ask an applicant?</i>	Textbook: Chap 6 Posted lecture/ Power Points Any additional posted required readings Review selected websites and resources	Quiz (10 pts) CASE FILE PROJECT: Conduct interview with an individual who has a disability using the application provided in the Case File Project folder CASE FILE PROJECT: obtain written consent from individual using Consent Form provided in Case File Folder (comprehensive intake case note based on interview due Week 10; consent form must be submitted to receive credit for the case note) DUE: 10/22 11:59pm

10	10/23 - 10/29	Assessing for strengths <i>How do I use a strengths-based approach with my client?</i>	Posted lecture/ Power Points Any additional posted required readings Review selected websites and resources	Quiz (10 pts) CASE FILE PROJECT: W10: Intake Case Note Dropbox DUE: 10/29 11:59pm
11	10/30- 11/05	Establishing goals and identifying objectives <i>What's the difference between goals and objectives?</i>	Posted Chapter on Goals and Objectives Posted lecture/ Power Points Any additional posted required readings Review selected websites and resources	Quiz (10 pts) DUE: 11/05 11:59pm
12	11/06 - 11/12	Identifying the vocational goal <i>How do I help my client determine a reasonable and appropriate vocational goal?</i>	Posted lecture/ Power Points Any additional posted required readings Review selected websites and resources	No Quiz this week! CASE FILE PROJECT: Complete "Strengths/limitations/ preferences" worksheet and submit (10 pts) CASE FILE PROJECT: Complete occupation description worksheet and submit (10 pts) CASE FILE PROJECT: Determine reasonable vocational goal for client using O*Net or OOH websites CASE FILE PROJECT: Write vocational goal case note justifying vocational choice and submit (10 pts) DUE: 11/12 11:59pm
13	11/13 - 11/19	Coordinating services <i>Is everything being done for the client supported by some kind of evidence that the services being delivered are necessary, reasonable, and justified?</i>	Textbook: Chap 10 Posted lecture/ Power Points Any additional posted required readings Review selected websites and resources	Quiz (10 pts) CASE FILE PROJECT: Write client's employment plan and submit (20 pts) CASE FILE PROJECT: Write case note describing employment plan and justifying services to be provided and submit (10 pts) DUE: 11/19 11:59pm

14	11/20 – 11/26	Organizational structures and case management <i>Are all social service agencies basically the same? How do I manage multiple clients?</i>	Textbook: Chap 11 Posted lecture/ Power Points Any additional posted required readings Review selected websites and resources	Quiz (10 pts) CASE FILE PROJECT: Write referral letter for client to receive services from agency identified in employment plan and submit (10 pts) DUE: 11/26 11:59pm
15	11/27 – 12/03	Thriving as a Case Manager: Self-Care How do you make sure you're well enough to take care of others?	Textbook: Chap 12 Posted lecture/ Power Points Any additional posted required readings Review selected websites and resources	Quiz (10 pts) Discussion (20 pts) DUE: 12/03 11:59pm
16	12/04– 12/08	Final thoughts NOTICE that this week is short—your final assignment is due on FRIDAY (to allow time for grading and posting final grades)		Final: Self Reflection of learning achieved throughout semester due on Friday (20 pts) Extra Credit (20 pts) DUE: 12/08 11:59pm