

HSRV-190: HUMAN SERVICES FIELD INTERNSHIP

Effective Term

Fall 2026

CC Approval

12/05/2025

AS Approval

12/11/2025

BOT Approval

12/18/2025

SECTION A - Course Data Elements

CB04 Credit Status

Credit - Degree Applicable

Discipline

Minimum Qualifications	And/Or
Counseling (Master's Degree)	

Subject Code

HSRV - Human Services

Course Number

190

Department

Counseling

Division

Counseling (COUN)

Full Course Title

Human Services Field Internship

Short Title

Human Services Internship

CB03 TOP Code

2104.00 - *Human Services

CIP Code

44.0000

CB08 Basic Skills Status

NBS - Not Basic Skills

CB09 SAM Code

C - Clearly Occupational

Rationale

Updating to align with C-ID. Also, this single course will be considered the fieldwork class for both ADS and Human Services.

SECTION B - Course Description

Catalog Course Description

This course offers the student a supervised field experience in a community organization, agency, or institution, allowing the student to apply knowledge and learn new skills outside of the classroom environment. This course is designed to provide the student with an opportunity to observe, practice, and develop skills that would facilitate gaining employment in the human services field. Students pursuing certificates or associate degrees in addiction studies will need to conduct their fieldwork in an approved treatment facility.

SECTION C - Conditions on Enrollment

Open Entry/Open Exit

No

Repeatability

Not Repeatable

Grading Options

Letter Grade or Pass/No Pass

Allow Audit

No

Requisites

Prerequisite(s)

Completion of HSRV-120 or PSYC-C1000 or SOCI-C1000 with a minimum grade of C.

Requisite Justification

Requisite Description

Course Not in a Sequence

Subject

HSRV

Course

120

Level of Scrutiny

Required by 4-Year Institution

Explanation

Matches the CID descriptor SWHS 120B

Requisite Description

Course Not in a Sequence

Subject

PSYC

Course

C1000

Level of Scrutiny

Required by 4-Year Institution

Explanation

Matches the CID descriptor SWHS 120B

Requisite Description

Course Not in a Sequence

Subject

SOCI

Course

C1000

Level of Scrutiny

Required by 4-Year Institution

Explanation

Matches the CID descriptor SWHS 120B.

SECTION D - Course Standards**Is this course variable unit?**

Yes

Units

2

Units Maximum

5

Lecture Hours

0

Work Experience Hours

108

Work Experience Hours Maximum

270

Outside of Class Hours

0

Total Contact Hours

0

Total Student Hours

108

Total Student Hours Maximum

270

Distance Education Approval**Is this course offered through Distance Education?**

No

SECTION E - Course Content**Student Learning Outcomes****Upon satisfactory completion of the course, students will be able to:**

1. Apply knowledge gained from Human Services coursework in a 108-270 hour field placement in a social service agency with a satisfactory evaluation by the site supervisor while adhering to professional ethics and behaviors.

Course Objectives**Upon satisfactory completion of the course, students will be able to:**

1. Participate in a practicum placement under the direction and monitoring of agency supervisors and the instructor of record.
2. Develop a professional identity, including self-awareness, and commitment to the values and ethics of the profession.
3. Establish positive communication and relationships with clients on an individualized basis.
4. Apply theoretical knowledge obtained in the prerequisite and co-requisite course or courses to the fieldwork experience.
5. Demonstrate the appropriate application of assessment, treatment planning, case management, and referral.

6. Demonstrate knowledge of fundamental legal guidelines, privacy and information management related to the standards of professional practice. Reflect upon the application of ethical and professional standards to use of self within specific agency settings.
7. Explain the purpose and skills of cultural engagement and humility (i.e., recognizing cultural competence, multiculturalism, and cross-cultural collaboration as areas for ongoing professional development).
8. Evaluate the fieldwork experience in relation to pre-requisite and co-requisite course objectives, career plans, and personal growth.
9. Record a completed log of 108 hours of fieldwork for students pursuing Human Services & Social Work / 270 hours for students pursuing Addiction Studies.

Course Content

1. The developmental journey of becoming a social worker or human services practitioner and the nature of social work and human services practice as a helping profession. Preparation Choosing a placement, Interviews, Internship agreements, Getting started, the role of the intern, and creating a learning agreement.
2. Code of Ethics (e.g., NASW or NOHS) and social justice principles. Application of ethical-decision making models.
3. Legal context of social work practice/human services, exploration of different learning styles, and the role of supervision in the professional development journey. Completion of documentation.
4. Resources and services that clients need and depend upon.
5. Examination of the needs, interests, resources, values and opportunities of people who vary in terms of race, nationality, ethnicity, sexuality, spirituality, gender, age, abilities, economic status, or language.
6. Exploring the progressive nature and skills of generalist practice.
7. Creation of self-care plan.
8. Identification of career goals impacted by internship.

Methods of Instruction

Methods of Instruction

Types	Examples of learning activities
Activity	Through practical hands-on work experience in an approved agency.
Field Experience	Work or volunteer experience at an approved agency.

Methods of Evaluation

Methods of Evaluation

Types	Examples of classroom assessments
Work Assessments	Complete requirements for on-boarding at approved agency.
Other	Documented completion of required field hours.

Assignments

Reading Assignments

Reading Assignments

Example 1: Selected readings from the textbook pertaining to practicums.

Example 2: Refer to first section of code of Ethics (e.g., NASW or NOHS).

Writing Assignments

Writing Assignments: Written essays, papers and journal entries related to experiences in the practicum.

Example 1: Document hours completed at approved agency.

Outside-of-Class Assignments

Other Assignments

Example 1: Completion of internship tracking hours form.

Example 2: Students pursuing Addiction Studies need to document and complete hours outlined in the 12 core functions.

SECTION F - Textbooks and Instructional Materials

Material Type

Open Educational Resource (OER)

Author

National Association of Social Workers

Title

National Association of Social Worker Code of Ethic

Edition/Version

2021

Publisher

National Association of Social Worker

Year

2021

ISBN #<https://www.socialworkers.org/About/Ethics/Code-of-Ethics>**Material Type**

Open Educational Resource (OER)

Author

National Organization of Human Services

Title

Ethical Standards

Year

2024

SECTION G - Diversity, Equity and Inclusivity

How does your course and/or course outline of record reflect strategies for accommodating and engaging diverse student populations, advancing equitable outcomes, and fostering inclusion for all students?

We're developing a course using Open Educational Resources (OER) that can be applied to two different programs. The course offers variable units to accommodate the diverse schedules and needs of our student population.

Course Codes (Admin Only)**CB00 State ID**

CCC000604619

CB10 Cooperative Work Experience Status

C - Is Part of a Cooperative Work Experience Education Program

CB11 Course Classification Status

Y - Credit Course

CB13 Special Class Status

N - The Course is Not an Approved Special Class

CB23 Funding Agency Category

Y - Not Applicable (Funding Not Used)

CB24 Program Course Status

Program Applicable

Allow Pass/No Pass

Yes

Only Pass/No Pass

No