Administrative Unit: Criminal Justice Administration and Human Services Department

Course Prefix and Number: HUMS 325

Course Title: Case Management

Number of Credit Hours: 3 Lecture Hours: 3 Laboratory Hours: 0

Catalog Description: Introduction to case management theory, models of case management, and skills necessary to function as effectively as case managers. Students will develop abilities to serve special populations in a case management role. Prerequisites: HUMS 105 or instructors permission. Offered Fall.

Prerequisite(s)/Corequisite(s): HUMS 105 or instructors permission.

Text(s): Most recent editions of the following:


Textbooks including both theory and practice skills are ideal for this course. Textbook(s) listed are not necessarily the textbook(s) used in the course.

Course Objectives:

• To develop the ability, knowledge and skills necessary to function in a case management role.
• To differentiate between case management roles.

Measurable Learning Outcomes:

• Explain the process of case management and what it entails.
• Describe the skills necessary for intake and assessment.
• Explain the ethical, professional and legal responsibilities of case managers.
• Describe effective service delivery methods.
• Describe case management theory and models of case management.

Topical Outline (major areas of coverage):

Note: This class will emphasize writing in the APA format and students are expected to improve their research and writing skills.

• Case management defined
• Historical perspectives on case management
• Case management roles
- Models of case management
- Case management with special populations
- Working with a team
- Assessment in case management
- Service delivery
- Service coordination
- Ethical and legal issues
- Building a case file
- Preventing burnout

Recommended maximum class size for this course: 35

Library Resources: Online databases are available at http://www.ccis.edu/offices/library/resources.asp. You may access them from off-campus using your eServices login and password when prompted.

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Date: April 21, 2006

NOTE: The intention of the master syllabus is to provide an outline of the contents of this course, as specified by the faculty of Columbia College, regardless of who teaches the course, when it is taught or where it is taught. Faculty members teaching this course for Columbia College are expected to facilitate learning pursuant to the course objectives and cover the subjects listed in the topical outline. However, instructors are also encouraged to cover additional topics of interest so long as those topics are relevant to the course’s subject. The master syllabus is, therefore, prescriptive in nature but also allows for a diversity of individual approaches to course material.

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