



# USC | School of Social Work

## Social Work 534 VAC –Section 67136

### Policy and Practice in Social Service Organizations

**3 Units**

**Instructor:** Nani Lee, J.D., Ph.D., MSW  
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**Course Days:** Wednesday

**Course Time:** 10:15–11:30 am PST  
**Course Location:** VAC

**Office:** VAC

**Office Hours:** By Appointment

#### I. COURSE PREREQUISITES

None

#### II. CATALOGUE DESCRIPTION

Study of social work organizations with emphasis on their policy contexts, organizational theory, and the development of delivery systems.

#### III. COURSE DESCRIPTION

This course focuses on the development of macro practice skills for social workers whose primary assignments are clinical. The purpose of this course is to prepare students to work more effectively within complex political, organizational, and community social service settings. It seeks to educate and develop informed practitioners capable of successful practice in organizational and policy contexts.

The course is designed to help students understand and analyze the policy context of practice, review organizational and administrative theory and examine the practical implications for social service delivery systems and social work practice within them. Several methods of systematic observation are compared. Organizations are described and analyzed within their policy sector and interorganizational network to help students to appreciate the constraints and forces within which the organization must adapt. This

perspective is applied to the analysis of communities and social service organizations, and the understanding of community and organizational characteristics that affect the delivery and design of services.

The course employs a general systems approach as a framework for learning about policies, organizations, problem solving, and change. Issues pertaining to the adequacy, equity, access, and the direction of social services are considered in defining practitioners roles and strategies. The course addresses issues of social and organizational accountability, program development, learning how to advocate on behalf of clients and professionals, and the ethics of policy and administrative practice. It focuses on preparing social workers for innovative, effective, and integrated social work practice in diverse, complex, and urban environments.

**IV. COURSE OBJECTIVES**

Objective No.	Objectives
1	Provide students with a framework for studying the history of social welfare in the United States and analyzing the evolution of current welfare policies.
2	Teach basic skills of community assessment and the impact of social welfare policies on communities.
3	Provide information and methods for learning how to understand the legislative sources of social welfare services provided by organizations at the local, state, and national levels as well as legal mandates and organizational structures designed to deliver social services at the international level.
4	Provide opportunities for students to understand and practice the skills needed for macro practice with organizations, communities, and governments.
5	Teach and provide ways to practice effective team building, conflict resolution, and organizational goal setting.

**V. COURSE FORMAT/INSTRUCTIONAL METHODS**

A combination of lecture, class discussion, and experiential exercises will be used in class. These exercises may include the use of videotapes, role-play, debates, or structured small-group exercises. Material from the Community Immersion program as well as the student's field placement will be used to illustrate class content and to provide integration between class and field. As class discussion is an integral part of the learning process, students are expected to come to class ready to discuss required reading and its application to theory and practice. Attendance will be taken at each class.

**VI. STUDENT LEARNING OUTCOMES**

Student learning for this course relates to one or more of the following 10 social work core competencies:

Social Work Core Competencies	SOWK 534	Course Objective
<b>1 Professional Identity</b>	*	<b>1, 4, 5</b>
<b>2 Ethical Practice</b>		
<b>3 Critical Thinking</b>	*	<b>1-5</b>
<b>4 Diversity in Practice</b>	*	<b>2</b>
<b>5 Human Rights and Justice</b>	*	<b>2</b>
<b>6 Research-Based Practice</b>	*	<b>2, 3</b>
<b>7 Human Behavior</b>		
<b>8 Policy Practice</b>	*	<b>1-5</b>
<b>9 Practice Contexts</b>		
<b>10 Engage, Assess, Intervene, Evaluate</b>	*	<b>2, 3, 4</b>

\* Highlighted in this course

The following tables explain the highlighted competencies for this course, the related student learning outcomes, and the method of assessment.

Competencies/ Knowledge, Values, Skills	Student Learning Outcomes	Method of Assessment
<p><b>Professional Identity</b>—Identify as a professional social worker and conduct oneself accordingly.</p> <p>Social workers competent in Professional Identity:</p> <ul style="list-style-type: none"> <li>▪ Serve as representatives of the profession, its mission, and its core values</li> <li>▪ Know the profession’s history</li> <li>▪ Commit themselves to the profession’s enhancement and to their own professional conduct and growth</li> </ul>	1. Advocate for client access to the services of social work	<p>Oral Presentation, Class Discussions, Written Assignments</p>
	2. Practice personal reflection and self-correction to ensure continual professional development	
	3. Attend to professional roles and boundaries	
	4. Demonstrate professional demeanor in behavior, appearance, and communication	
	5. Engage in career-long learning	

<p><b>Critical Thinking</b>—Apply critical thinking to inform and communicate professional judgments.</p> <p>Social workers competent in Critical Thinking:</p> <ul style="list-style-type: none"> <li>Are knowledgeable about the principles of logic, scientific inquiry, and reasoned discernment</li> <li>Use critical thinking augmented by creativity and curiosity</li> <li>Understand that critical thinking also requires the synthesis and communication of relevant information</li> </ul>	6. Distinguish, appraise, and integrate multiple sources of knowledge, including research-based knowledge, and practice wisdom	<p>Oral Presentation, Class Discussions, Written Assignments</p>
	7. Analyze models of assessment, prevention, intervention, and evaluation	
	8. Demonstrate effective oral and written communication in working with individuals, families, groups, organizations, communities, and colleagues	

<p><b>Diversity in Practice</b>—Engage diversity and difference in practice.</p> <p>Social workers competent in Diversity in Practice:</p> <ul style="list-style-type: none"> <li>Understand how diversity characterizes and shapes the human experience and is critical to the formation of identity</li> <li>Recognize that the dimensions of diversity reflect intersectionality of multiple factors including age, class, color, culture, disability, ethnicity, gender, gender identity and expression, immigration status, political ideology, race, religion, sex, and sexual orientation</li> <li>Appreciate that, as a consequence of difference, a person’s life experiences may include oppression, poverty, marginalization, and alienation as well as privilege, power, and acclaim</li> </ul>	9. Recognize the extent to which a culture’s structures and values may oppress, marginalize, alienate, or create or enhance privilege and power	<p>Oral Presentation and Written Assignment</p>
	10. Gain sufficient self-awareness to eliminate the influence of personal biases and values in working with diverse groups	
	11. Recognize and communicate understanding of the importance of difference in shaping life experiences	
	12. View themselves as learners and engage those with whom they work as informants	

<p><b>Human Rights and Justice</b>—Advance human rights and social and economic justice.</p> <p>Social workers competent in Human Rights and Justice:</p> <ul style="list-style-type: none"> <li>▪ Acknowledge that each person, regardless of position in society, has basic human rights, such as freedom, safety, privacy, an adequate standard of living, health care, and education</li> <li>▪ Recognize the global interconnections of oppression and are knowledgeable about theories of justice and strategies to promote human and civil rights</li> <li>▪ Incorporates social justice practices in organizations, institutions, and society to ensure that these basic human rights are distributed equitably and without prejudice</li> </ul>	<p>13. Understand the forms and mechanisms of oppression and discrimination</p> <hr/> <p>14. Advocate for human rights and social and economic justice</p> <hr/> <p>15. Engage in practices that advance social and economic justice.</p>	<p>Written Assignment</p>
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<p><b>Policy Practice</b>—Engage in policy practice to advance social and economic well-being and to deliver effective social work services.</p> <p>Social workers competent in Policy Practice:</p> <ul style="list-style-type: none"> <li>▪ Understand that policy affects service delivery, and they actively engage in policy practice.</li> <li>▪ Know the history and current structures of social policies and services, the role of policy in service delivery, and the role of practice in policy development.</li> </ul>	16. Analyze, formulate, and advocate for policies that advance social well-being	Written Assignment
	17. Collaborate with colleagues and clients for effective policy action	

**VII. COURSE ASSIGNMENTS, DUE DATES & GRADING**

Assignment	Due Date	% of Final Grade
<b>Assignment 1: Community Analysis</b>	Week 2	20%
<b>Assignment 2: Policies That Impact Lower-Income Families</b>	Week 5	20%
<b>Assignment 3: Student-Led policy class discussion</b>	Week 6 +	20%
<b>Assignment 4: Organization Assessment</b>	Week 15	30%
<b>Class Participation</b>	Ongoing	10%

**Assignment 1: Community Analysis**

Assignment 1 is a research-based paper in which the student will apply theory and information from the professional literature to the community immersion experience and utilize a community assessment framework to analyze the community visited during Community Immersion. Specific guidelines for the assessment are presented in a separate written document.

**Due: Week 2**

*This assignment relates to student learning outcomes 2, 3, and 4.*

**Assignment 2: Case Study: Policies That Impact Families**

Assignment 2 is a take-home exercise based on a case study handed out in class: Students will develop a series of potentially helpful policies to assist a lower-income family. Guidelines will be shared in class.

**Due: Week 5**

*This assignment relates to student learning outcomes 2, 3, and 4.*

**Assignment 3: Student-Led Classroom Discussion on Current Policy Issue**

Assignment 3 is based on students working in small teams not to exceed three, identifying a policy issue, creating a research-based one-page summary thereof—which includes the relevant NASW Code of Ethics—for use in class, and then leading a classroom discussion on the issue for about 15 minutes. Starting in Week 5, a work group will be assigned a presentation date (Week 6) for its discussion, and the other work groups will receive their presentation date weekly thereafter. **Each group has one week** to prepare for the presentation. Written guidelines for the assessment are presented in a separate document.

**Due: Weekly presentations start Week 6, according to a weekly schedule established by the professor.**

*This assignment relates to student learning outcomes 1, 2, 3, 4, and 5.*

**Assignment 4: Organization Assessment**

Assignment 4 is a research paper in which students will describe the field agency in which they are placed (or another agency as determined with the instructor), identify the primary policies impacting the delivery of services in the agency, identify the various structural components of the agency and program services, discuss organizational culture and management style, and include an assessment of effectiveness of the agency's service delivery response to clients. Students will also identify an unmet agency need and discuss an appropriate response to that unmet need. Written guidelines for the assessment are presented in a separate document.

**Due: Week 15 on the day of class**

*This assignment relates to student learning outcomes 1, 2, 3, 4, and 5.*

### **Class Participation (10% of Course Grade)**

Students are expected to contribute to the development of a positive learning environment and to demonstrate their learning through written and oral assignments and through active, oral class participation. Class participation should consist of meaningful, thoughtful, and respectful participation based on having completed required and independent readings and assignments prior to class. When in class, students should demonstrate their understanding of the material and be prepared to offer comments or reflections about the material and actively engage in experiential exercises. Alternatively, students may have a set of thoughtful questions about the material. Class participation and reading are worth 10 points of the final grade.

Students are further expected to complete assignments on or before the due date and notify the instructor if they are having difficulty comprehending the course material or keeping up with the assignments. Failure to meet these expectations may result in the reduction of grades.

### **Grading**

Grading in this course will be based on class participation, compliance with the assignments and quality of the work produced. Within the School of Social Work, grades are determined in each class based on the following standards, which have been established by the faculty of the School:

**Grades of A or A-** are reserved for student work that not only demonstrates very good mastery of content but that also shows that the student has undertaken a complex task, has applied critical-thinking skills to the assignment, and/or has demonstrated creativity in her or his approach to the assignment. The difference between these two grades would be determined by the degree to which these skills have demonstrated by the student.

**A grade of B+** is given to work that is judged to be very good. This grade denotes that a student has demonstrated a more-than-competent understanding of the material being tested in the assignment.

**A grade of B** is given to student work that meets the basic requirements of the assignment. It denotes that the student has done adequate work on the assignment and meets basic course expectations.

**A grade of B-** denotes that a student's performance was less than adequate on an assignment, reflecting only moderate grasp of content and/or expectations.

**A grade of C** reflects a minimal grasp of the assignments, poor organization of ideas, and/or several significant areas requiring improvement.



**Grades between C- and F** denote a failure to meet minimum standards, reflecting serious deficiencies in all aspects of a student’s performance on the assignment.

Class grades will be based on the following:

Class Grades		Final Grade	
3.85–4	A	93–100	A
3.60–3.84	A-	90–92	A-
3.25–3.59	B+	87–89	B+
2.90–3.24	B	83–86	B
2.60–2.87	B-	80–82	B-
2.25–2.50	C+	77–79	C+
1.90–2.24	C	73–76	C
		70–72	C-

**Late-paper policy:** In the event, that a paper is submitted after the paper deadline without the professor’s advance permission, the following penalties will apply:

1. A 10% deduction in points per day will be applied for up to 3 days after the due date.
2. After 3 days late, the student’s academic advisor will be notified.
3. After the third day, the paper will earn no more than 50% of the credit possible for the assignment.

**Rewrite policy:** Submitted papers earning a grade below B are allowed to be rewritten and resubmitted to the professor, no later than 2 weeks after the original paper is returned to the student, for a maximum grade (if earned) of B.

**VIII. REQUIRED AND SUPPLEMENTARY INSTRUCTIONAL MATERIALS AND RESOURCES**

**Required Textbooks**

Gilbert, N., & Terrell, P. (2013). *Dimensions of social welfare policy* (8th ed.). Boston, MA: Allyn & Bacon.

Netting, F. E., Kettner, P., McMurty, S. L., & Thomas, M. L. (2012). *Social work macro practice* (5th ed.). Boston, MA: Pearson.

Fertig, R., & Rose, J. (2007). *100 years of social work at USC 1906–2006*. Los Angeles, CA: University of Southern California.

**This history book is a PDF file. It’s located in the VAC course Tool Box or can be obtained from the instructor.**

**Note:** Additional readings may be identified in the course outline for individual class sessions. Required readings will be posted on ARES. Students may access ARES at

<http://usc.ares.atlas-sys.com/>. **534 VAC Readings will be posted under lead faculty instructor Harry Hunter.** Readings not posted on ARES can be located at the websites identified in the course outline. If you cannot locate these extra readings, ask your instructor for copies.

**Note:** Additional readings will be assigned by the instructor throughout the course.

**534 library guide:** <http://libguides.usc.edu/sowk534>

### **Recommended Guidebook for APA Style Formatting**

American Psychological Association (2009). *Publication manual of the American Psychological Association* (6th ed.). Washington: APA.

### **Recommended Websites**

National Association of Social Workers

<http://www.naswdc.org>

USC Guide to Avoiding Plagiarism

[http://www.usc.edu/student-affairs/student-conduct/ug\\_plag.htm](http://www.usc.edu/student-affairs/student-conduct/ug_plag.htm)

## Course Schedule—Detailed Description

### Part 1: Introduction to Macro Practice: Values and Significance

#### Unit 1: What Is Social Work? What Is a Social Worker? What Is Policy? Why Does “Place” Matter?

This unit relates to course objectives 1, 2, and 4.

#### Required Reading

- Netting, F. E., Kettner, P., McMurty, S. L., & Thomas, M. L. (2012). An introduction to macro practice in social work. In *Social work macro practice* (5th ed., chap. 1, pp. 2–30). Boston, MA: Pearson.
- Netting, F. E., Kettner, P., McMurty, S. L., & Thomas, M. L. (2012). Understanding Communities. In *Social work macro practice* (5th ed., chap. 5, pp. 130–165). Boston, MA: Pearson.
- Gilbert, N., & Terrell, P. (2013). The field of social welfare policy. In *Dimensions of social welfare policy* (8th ed., chap. 1, pp. 1–24). Boston, MA: Allyn & Bacon.
- Rothman, J. & Mizrahi, T. (2014). Balancing Micro and Macro Practice: A Challenge for Social Work. *Social Work*. (Vol. 59, Issue 1 pp.91-93).

#### Recommended Reading

- Dreier, P., Mollenkopf, J., & Swanstrom, T. (2001). *Place matters* (chap. 3, pp. 82–90). Lawrence, KS: University Press of Kansas.
- *The many faces of social work*:  
<http://www.youtube.com/watch?v=77UGDj48oHs>
- National Association of Social Workers:  
<http://www.socialworkers.org/pressroom/features/general/profession.asp>
- Defining Social Work For The 21st Century: (2014) The International Federation Of Social Workers.  
<http://isw.sagepub.com/content/47/3/407.short?rss=1&ssource=mfc>  
<http://ifsw.org/policies/global-standards/>

**In-Class Material**

- Los Angeles County Department of Children and Family Services: Class Specification: Social Worker.

**Part 2: Social Welfare: An Historical, Heroic, and Ethical Perspective****Unit 2: History: Founding Through Plutocracy: Key Milestones in American Social Work History****Assignment 1 due**

This unit relates to course objective 1.

**Required Reading**

- Netting, F. E., Kettner, P., McMurty, S. L., & Thomas, M. L. (2012). The historical roots of macro practice. In *Social work macro practice* (5th ed., chap. 2, pp. 32–70). Boston, MA: Pearson.
- Fertig, R., & Rose, J. (2007). *100 years of social work at USC 1906–2006* (pp. 1–54). Los Angeles, CA: University of Southern California.
- White, M. (2012). Atlantic slave trade. In *The great big book of horrible things* (pages 161–171). New York, NY: W.W. Norton.
- Menand, L. (2013, March 4). How the deal went down: Saving democracy in the Depression. *The New Yorker*.

**Recommended Reading**

- Mizrahi, T. & Davis, L.E. (eds.). (2008). Encyclopedia of Social Work (20th ed.). Oxford University Press. *Great Depression*, 4:73-74; 4:99
- Mizrahi, T. & Davis, L.E. (eds.). (2008). Encyclopedia of Social Work (20th ed.). Oxford University Press. *War on Poverty*, 4:292-293.

**In-Class Material**

- U.S. Constitution: Article 1, Section 2, Paragraph 3; Article 1, Section 9; Article 4, Section 2



**Unit 3: Change Agents From Jane Addams to Leymah Gbowee**

This unit relates to course objectives 1, 2, 3, and 4.

**Required Reading**

- Fertig, R., & Rose, J. (2007). *100 years of social work at USC 1906–2006* (pp. 55–81). Los Angeles, CA: University of Southern California.
- The life and work of Jane Addams  
<http://www.youtube.com/watch?v=Tw4GZeABINl>
- Leymah Gbowee: Unlock the intelligence, passion, greatness of girls  
[http://www.ted.com/talks/leymah\\_gbowee\\_unlock\\_the\\_intelligence\\_passion\\_greatness\\_of\\_girls.html](http://www.ted.com/talks/leymah_gbowee_unlock_the_intelligence_passion_greatness_of_girls.html)

**Recommended Reading**

- Kemp, S. P., & Brandwein, R. (2010). Feminisms and social work in the United States: An intertwined history. *Affilia*, 25(4), 341–364.
- Ladies' Home Journal. (June 1913). Jane Addams: If Men Were Seeking the Franchise. Library of Congress.  
<http://nationalhumanitiescenter.org/pds/gilded/power/text12/addams.pdf>
- The California Social Welfare Archive (CSWA):  
<http://www.usc.edu/libraries/archives/arc/libraries/cswa/index.php>

**Unit 4: NASW Code of Ethics and Professionalism**

This unit relates to course objectives 1, 2, 3, and 4.

**Required Reading**

- The NASW Code of Ethics: <http://www.socialworkers.org/pubs/code/code.asp>
- Netting, F. E., Kettner, P., McMurty, S. L., & Thomas, M. L. (2012). Understanding communities. In *Social work macro practice* (5th ed., chap. 1, pp. 12–27). Boston, MA: Pearson.

- Hardina, D. (2004). Guidelines for ethical practice in community organization. *Social Work*, 49(4), 595–604.

#### Unit 4: Recommended Reading

- Hasenfel, Y., & Garrow, E. E. (2012). Nonprofit human-service organizations, social rights, and advocacy in neoliberal welfare state. *Social Service Review*, 86(2), 295–322.
- What is an Ethical Dilemma in Social Work  
[http://www.socialworker.com/feature-articles/ethics/articles/What Is an Ethical Dilemma%3F/](http://www.socialworker.com/feature-articles/ethics/articles/What%20Is%20an%20Ethical%20Dilemma%3F/)

### Part 3: Social Welfare Policy

#### Unit 5: The Modern Welfare State and the Economic Safety Net

#### Assignment 2 due

This unit relates to course objectives 1, 2, 3, and 4.

#### Required Reading

- Gilbert, N., & Terrell, P. (2013). The modern welfare state. In *Dimensions of social welfare policy* (8th ed., chap. 2, pp. 27–56). Boston, MA: Allyn & Bacon.
- Blake J. (2012, January 23). *Return of the welfare queen*. CNN.
- Appelbaum, B. (2012, February 12). Even critics of safety net increasingly depend on it. *New York Times*.

#### Recommended Reading

- Goldberg, G. S. (2012). Economic inequality and economic crisis: A challenge for social workers. *Social Work*, 57(3), 211–224.
- Knapp, M., Bauer, A., Perkins, M., & Snell, T. (2013). Building community capital in social care: Is there an economic case? *Community Development Journal*, 48(2), 313–331.
- Raising a family on three minimum wage jobs:  
<http://money.cnn.com/2013/09/20/news/economy/three-minimum-wage-jobs/>

**Unit 6: Child Welfare and Protection****Assignment 3: Student-Led Discussions Begin This Week**

This unit relates to course objectives 1, 2, 3, and 4.

**Required Reading**

- Calhoun, A. (2012, April 25). The criminalization of bad mothers. *The New York Times Magazine*.
- Finch, I., & Schott, L. (2013). The value of TANF benefits continue to erode in 2012. Center for Budget and Policy Priorities, 1–20.
- Hahn, H. (2013). Ten myth-busting facts about welfare. Urban Institute
- Sanders, D. (2009). Safely reducing the number of children in foster care. *Children's Voice*. Retrieved from <http://www.cwla.org/voice/0905fostercare.htm>
- 100 Best Practices in Child Protection (2014) published by The Protection Project, The Johns Hopkins University Paul H. Nitze School of Advanced International Studies (SAIS) & The International Centre for Missing & Exploited Children (ICMEC). Retrieved from <http://www.protectionproject.org/wp-content/uploads/2014/01/Best-Practices-in-Child-Protection-2013.pdf>

**Recommended Reading**

- Popple, P., & Vecchiolla, F. (2007). Child welfare in the United States: A brief history. In *Child welfare social work: An introduction* (chap. 2, pp. 29–60). Boston, MA: Pearson-Allyn Bacon.
- McCroskey, J. (2007). Using child and family indicators to influence communities and policy in Los Angeles County. *Social Indicators Research*, 83, 125–148.
- Glisson, C., Green, P., & Williams, N. J. (2012). Assessing the organizational social context (OSC) of child welfare systems: Implications for research and practice. *Child Abuse & Neglect*.
- Maxwell, N., Scourfield, J., Featherstone, B., Holland, S., & Tolman, R. (2012). Engaging fathers in child welfare services: A narrative review of recent research evidence. *Child & Family Social Work*, 17(2), 160–169.



**Unit 7: Education/Equality/Effectiveness**

This unit relates to course objectives 1, 2, 3, and 4.

**Required Reading**

- Sipple, J. W. (2007). Major issues in American schools. In *Social work services in schools* (5th ed., chap. 1, pp. 1–21). Boston, MA: Allyn & Bacon, Pearson.
- Potapchuk, W. R. (2013). *The role of community schools in placed-based initiatives: Collaborating for student success* (pp. 1–27). Washington, DC: Coalition for Community Schools, Institute for Educational Leadership.
- Whatever it takes: A white paper on the Harlem Children’s Zone (2014). Retrieved from <http://hcz.org/wp-content/uploads/2014/04/H CZ-White-Paper.pdf>
- Dismantling the School to Prison Pipeline in California (2014). Retrieved from <http://www.cdfca.org/policy-priorities/dismantling-the-school-to-prison-pipeline/>

**Recommended Reading**

- Schmidt, W. H., Cogan, L. S., & McKnight, C. C. (2010). *Equality of educational opportunity*. <http://www.aft.org/pdfs/americaneducator/winter1011/Schmidt.pdf>
- Harris, M. B. & Allgood, J. (2008). Adolescent pregnancy prevention: Choosing a program that fits the school and community. *Children & Youth Services Review*.
- Strategic Plans – American Educational System (2014). U.S. Department of Education. Retrieved from <http://www2.ed.gov/about/reports/strat/plan2011-14/draft-strategic-plan.pdf>

**Unit 8: Mental Health: Systems and Delivery**

This unit relates to course objectives 1, 2, 3, and 4.

**Required Reading**

- California Family Resource Association. (2007). Integrating mental health services into California’s diverse neighborhoods [Policy brief 1.1]. *Mental Health*, 1–12.
- Currey, R. (2007). PTSD in today’s war veterans: The road to recovery. *Social Work Today*, 7(4), 12–16. <http://www.socialworktoday.com/archive/julyaug2007p13.shtml>

- Gilbert, N., & Terrell, P. (2010). The design of the delivery system. In *Dimensions of social welfare policy* (7th ed., chap. 6, pp. 154–192). Boston, MA: Allyn & Bacon.
- US Mental Health Delivery System Infrastructure (2014) Retrieved from <http://www.fas.org/sgp/crs/misc/R40536.pdf>

### Recommended Reading

- Barrio, C., Palinkas, L. A., Yamada, A. M., Fuentes, D., Criado, V., Garcia, P., & Jeste, D. V. (2008). Unmet needs for mental health services for Latino older adults: Perspectives from consumers, family members, advocates, and service providers. *Community Mental Health Journal*, 44(1), 57–74.
- Currey, R. (2007). Surviving professional stress in a military setting. *Social Work Today*, 7(6), 24–28. Retrieved from <http://www.socialworktoday.com/archive/novdec2007p24.shtml>
- Folsom, D. P., Gilmer, T., Barrio C., Moore, D. J., Bucardo, J., Garcia, P., . . . Jeste, D. V. (2007). Spanish-speaking Latinos differ from English-speaking Latinos and Caucasians in care for serious mental illness. *American Journal of Psychiatry*, 164(8), 1173–1180.
- Global Perspective on Mental Health (2014). Retrieved from [http://www.ispn-  
psych.org/docs/GlobalPerspectMentalHlth0804.pdf](http://www.ispn-psych.org/docs/GlobalPerspectMentalHlth0804.pdf)
- Mennen, F. E., & Trickett, P. (2007). Mental health services to urban minority children. *Children and Youth Services Review*, 27, 577–593.
- Wolf, E. J., Harrington, K. M., Reardon, A. F., Castillo, D., Taft, C. T., & Miller, M. W. (2013). A dyadic analysis of the influence of trauma exposure and posttraumatic stress disorder severity on intimate partner aggression. *Journal of Traumatic Stress*, 26(3), 329–337.

**Unit 9: Criminal Justice**

This unit relates to course objectives 1, 2, 3, 4, and 5.

**Required Reading**

- Gopnik, A. (2012, January 30). The caging of America. *The New Yorker*.
- Karger, H. J., & Stoesz, D. (2010). *American social welfare policy: A pluralist approach* (5th ed.). Boston: Allyn & Bacon, Pearson.  
**Chapter 14:** Criminal Justice
- Back on Track: Supporting Youth Reentry from Out of Home Placement to the Community. (2009). Prepared by the Youth Reentry Task Force of the Juvenile Justice and Delinquency Prevention Coalition, Washington, D.C. Retrieved from: [Youth Reentry Fall 2009 Report](#)
- Welsh, B.C. & Farrington, D.P. (2013 December). "Preventing Crime is Hard Work: Early Intervention, Developmental Criminology, and the Enduring Legacy of James Q. Wilson". [Journal of Criminal Justice](#). [Volume 41, Issue 6](#), December 2013, Pages 448–451.

**Recommended Reading**

- Backes, B., & Rorie, M. (2013). Partners in research: Lessons learned in Los Angeles. *National Institute of Justice Journal*, 272.  
<http://nij.gov/nij/journals/272/research-partners.htm>
- Andrews, D. A., & Bonta, J. (2010). Rehabilitating criminal justice policy and practice. *Psychology, Public Policy and Law*, 16, 39–418.
- Springer, S. A., Azar, M. M., & Altice, F. L. (2011). HIV, alcohol dependence, and the criminal justice system: A review and call for evidence-based treatment for released prisoners. *The American Journal of Drug and Alcohol Abuse*, 37(1), 12–21.

**Unit 10: Health Care Reform: Affordable Health Care Act**

**Required Reading**

- Andrews, C. M., Darnell, J. S., McBride, T. D., & Gehlert, S. (2013). Social work and implementation of the Affordable Care Act. *Health Social Work, 38*(2), 67–71. doi: 10.1093/hsw/hlt002
- Andrews, M. (2010). Pregnant women, new mothers get more protections under healthcare law. *Kaiser Health News*.
- U.S. Department of Health & Human Services. (2013). *Key features of the Affordable Care Act by year*. Retrieved from: <http://www.hhs.gov/healthcare/facts/timeline/timeline-text.html>
- National Conference of State Legislatures. (2011). *The Affordable Care Act: A brief summary*. Retrieved from <http://www.ncsl.org/portals/1/documents/health/hraca.pdf>
- Robert Wood Johnson Foundation. (2013). Health insurance exchanges and state decisions. Exchanges must be ready to begin enrolling people by October 2013. How is each state preparing? Health Policy Brief, *Health Affairs*, 1-6.

**Unit 10 Recommended Reading**

- Baernstein, A., Bostwick, W., Carrick, K., Dunn, P., Goodman, K., et al. (2006). *Lesbian and bisexual women's public health*. In M. Shankle, (Ed.), *The handbook of lesbian, gay, bisexual, and transgender public health* (pp. 97–102). New York: Harrington Park Press.
  - Barusch, A. S. (2009). *Foundations of social policy: Social justice in human perspective* (3rd ed.). Belmont, CA: Brooks/Cole, Cengage Learning.
- Chapter 6: Physical Illness**
- Dreier, P., Mollenkopf, J., & Swanstrom, T. (2001). *Place matters*. Lawrence, KS: University Press of Kansas.
- Chapter 3: The Costs of Economic Segregation and Sprawl, pp. 66–75**
- “Health”**
- “Access to Health Care”**
- “The Physical Environment”**
- “Social Integration and Lifestyles”**
- “Suburban Health”**
- Durkin, E. M. (2002). An organizational analysis of psychosocial and medical services in outpatient drug abuse. *Social Service Review, 76*(3), 406–429.
  - Ell, K., & Vourlekis, B. (2005). Social work in health care in 2025: The landscape and paths to transformation. *Advances in Social Work, 6*(1), 182–192.

## Unit 11: How Are Social Service Organizations Managed and Assessed?

This unit relates to course objectives 1, 2, 3, 4, and 5.

### Required Reading

- Netting, F. E., Kettner, P., McMurty, S. L., & Thomas, M. L. (2012). Understanding organizations. In *Social work macro practice* (5th ed., chap. 7, pp. 209–251). Boston, MA: Pearson.
- Netting, F. E., Kettner, P., McMurty, S. L., & Thomas, M. L. (2012). Analyzing human service organizations. In *Social work macro practice* (5th ed., chap. 8, pp. 254–301). Boston, MA: Pearson.

### Recommended Reading

- Findler, L., Wind, L., & Mor Barak, M. E. (2007). The challenge of workforce management in a global society: Modeling the relationship between diversity, organizational culture, and employee well-being, job satisfaction and organizational commitment. *Administration in Social Work, 31*(3), 63–94.
- Gillingham, P., & Humphreys, C. (2010). Child protection practitioners and decision-making tools: Observations and reflections from the front line. *British Journal of Social Work, 40*(8), 2598–2616.
- Patras, J., & Klest, S. K. (2013). Development of a collective efficacy measure for use in social service organizations. *Journal of Social Work, 13*, 96–106. doi:10.1177/1468017311412034

## Part 4: The Basics: Funding, Service Delivery, and Leadership

## Unit 12: How Are Social Service Programs/Initiatives Funded?

This unit relates to course objectives 1, 2, 3, 4, and 5.

### Required Reading

- Gilbert, N., & Terrell, P. (2013). The mode of finance: Sources of funds. In *Dimensions of social welfare policy* (8th ed., chap. 7, pp. 185–216). Boston, MA: Allyn & Bacon.

**Recommended Reading**

- Knapp, M., Bauer, A., Perkins, M., & Snell, T. (2013). Building community capital in social care: Is there an economic case? *Community Development Journal*, 48(2), 313–331: doi: 10.1093/cdj/bss021
- Financial empowerment training for social service programs  
[http://files.consumerfinance.gov/f/201309\\_cfpb\\_report\\_training-for-social-services.pdf](http://files.consumerfinance.gov/f/201309_cfpb_report_training-for-social-services.pdf)
- United States Budget in Brief (2014)  
<http://www.dol.gov/dol/budget/2014/PDF/FY2014BIB.pdf>

**Unit 13: How Are Social Work Programs and Services Delivered?**

This unit relates to course objectives 1, 2, 3, 4, and 5.

**Required Reading**

- Gilbert, N., & Terrell, P. (2013). The design of the delivery system. In *Dimensions of social welfare policy* (8th ed., chap. 6, pp. 153–182). Boston, MA: Allyn & Bacon.
- Spread thin: Human services organizations in poor neighborhoods 2013: The state of the non-profit sector in Los Angeles. Published by the UCLA Luskin School for Public Affairs.

**Recommended Reading**

- Frahm, K. A., & Martin, L. L. (2009). From government to governance: Implications for social work administration. *Administration in Social Work*, 33(4), 407–422.
- Schmid, H. (2012). Nonprofit human service: Between identity blurring and adaption to changing environments. *Administration in Social Work*, 37(3), 242–256. doi: 10.1080/03643107.2012.676611
- Toth, S. L., & Manly, J. T. (2011). Bridging research and practice: Challenges and successes in implementing evidence-based preventive intervention strategies for child maltreatment. *Child Abuse & Neglect*, 35(8), 633–636.

## Part 5: The Global Connectedness of Policy

### Unit 14: International Policy and Global Social Work

This unit relates to course objectives 1, 2, 3, 4, and 5.

#### Required Reading

- Gilbert, N., & Terrell, P. (2013). Policy dimensions: International trends in the twenty-first century. In *Dimensions of Social Welfare Policy* (8th ed., chap. 9, pp. 254–266). Boston, MA: Allyn & Bacon.
- National Association of Social Workers. (2010). *International social work—fact sheet*. Retrieved from: <http://www.naswdc.org/pressroom/features/issue/international.asp>
- The Millennium Development Goals Report 2013. New York, NY: United Nations. Retrieved from: <http://www.un.org/en/development/desa/publications/mdgs-report-2013.html>

#### Recommended Reading

- Hong, P. Y. P., & Song, I. H. (2010). Globalization of social work practice: Global and local responses to globalization. *International Social Work*, 53(5), 656–670.
- Pries, L., & Seeliger, M. (2013). Work and employment in a globalized world: The emerging texture of transnational labor regulation. *Global Labour Journal*, 4(1), 26–47.
- Trygged, S. (2010). Balancing the global and the local: Some normative reflections on international social work. *International Social Work*, 53(5), 644–655.
- United States Department of Labor. (2002). *Trafficking in persons: A guide for non-governmental organizations*. Women's Bureau, U.S. Department of Labor. <http://www.dol.gov/wb/media/reports/trafficking.htm>

**Unit 15: Reflections on Social Work Macro Practice and Professional Identity**

**Assignment 4 due**

This unit relates to course objectives 1, 2, 3, 4, and 5.

This class session will involve a review of all of the course objectives and a summary of how the objectives have been achieved.

**STUDY DAYS/NO CLASSES**



## University Policies and Guidelines

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### IX. ATTENDANCE POLICY

Students are expected to attend every class and to remain in class for the duration of the unit. Failure to attend class or arriving late may impact your ability to achieve course objectives, which could affect your course grade. Students are expected to notify the instructor by e-mail of any anticipated absence or reason for tardiness.

University of Southern California policy permits students to be excused from class for the observance of religious holy days. This policy also covers scheduled final examinations which conflict with students' observance of a holy day. Students must make arrangements *in advance* to complete class work that will be missed, or to reschedule an examination, due to holy days observance.

Please refer to Scampus and to the USC School of Social Work Student Handbook for additional information on attendance policies.

### X. STATEMENT ON ACADEMIC INTEGRITY

USC seeks to maintain an optimal learning environment. General principles of academic honesty include the concept of respect for the intellectual property of others, the expectation that individual work will be submitted unless otherwise allowed by an instructor, and the obligations both to protect one's own academic work from misuse by others as well as to avoid using another's work as one's own. All students are expected to understand and abide by these principles. SCampus, the Student Guidebook, contains the Student Conduct Code in Section 11.00, while the recommended sanctions are located in Appendix A: <http://www.usc.edu/dept/publications/SCAMPUS/gov/>. Students will be referred to the Office of Student Judicial Affairs and Community Standards for further review should there be any suspicion of academic dishonesty. The Review process can be found at: <http://www.usc.edu/student-affairs/SJACS/>.

Additionally, it should be noted that violations of academic integrity are not only violations of USC principles and policies but also violations of the values of the social work profession.

### XI. STATEMENT FOR STUDENTS WITH DISABILITIES

Any student requesting academic accommodations based on a disability is required to register with Disability Services and Programs (DSP) each semester. A letter of verification for approved accommodations can be obtained from DSP. *Please be sure the letter is delivered to the instructor as early in the semester as possible.* DSP is located in STU 301 and is open from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Students from all academic centers (including the Virtual Academic Center) may contact Ed Roth, Director of the DSP office at 213-740-0776 or [ability@usc.edu](mailto:ability@usc.edu).

**XII. EMERGENCY RESPONSE INFORMATION**

**Note:** The following Emergency Response Information pertains to students on campus, but please note its importance should you be on campus for a temporary or extended period. When not on campus: Call the 911 listing in your local community for any emergency.

To receive information, call the main number (213) 740-2711, press #2. “For recorded announcements, events, emergency communications or critical incident information.”

To leave a message, call (213) 740-8311

For additional university information, please call (213) 740-9233

Or visit university website: <http://emergency.usc.edu>

If it becomes necessary to evacuate the building, please go to the following locations carefully and using stairwells only. Never use elevators in an emergency evacuation.

Students may also sign up for a **USC Trojans Alert** account to receive alerts and emergency notifications on their cell phone, pager, PDA, or e-mail account. Register at <https://trojansalert.usc.edu>.

UNIVERSITY PARK CAMPUS		ACADEMIC CENTERS	
<b>City Center</b>	Front of Building (12th & Olive)	<b>Orange County</b>	Faculty Parking Lot
<b>MRF</b>	Lot B	<b>San Diego</b>	Building Parking Lot
<b>SWC</b>	Lot B	<b>Skirball</b>	Front of Building
<b>VKC</b>	McCarthy Quad		
<b>WPH</b>	McCarthy Quad		

Do not re-enter the building until given the “all clear” by emergency personnel.

**XIII. STATEMENT ABOUT INCOMPLETES**

The grade of Incomplete (IN) can be assigned only if there is work not completed because of a documented illness or some other emergency occurring after the 12th week of the semester. Students must NOT assume that the instructor will agree to the grade of IN. Removal of the grade of IN must be instituted by the student and agreed to be the instructor and reported on the official “Incomplete Completion Form.”

**XIV. POLICY ON LATE OR MAKE-UP WORK**

Papers are due on the day and time specified. Extensions will be granted only for extenuating circumstances but will incur a grading penalty. See above in section VII for more information.

**XV. POLICY ON CHANGES TO THE SYLLABUS AND/OR COURSE REQUIREMENTS**

It may be necessary to make some adjustments in the syllabus during the semester in order to respond to unforeseen or extenuating circumstances. Adjustments that are made will be communicated to students.

**XVI. CODE OF ETHICS OF THE NATIONAL ASSOCIATION OF SOCIAL WORKERS (OPTIONAL)**

*Approved by the 1996 NASW Delegate Assembly and revised by the 2008 NASW Delegate Assembly [<http://www.socialworkers.org/pubs/Code/code.asp>]*

**Preamble**

The primary mission of the social work profession is to enhance human well-being and help meet the basic human needs of all people, with particular attention to the needs and empowerment of people who are vulnerable, oppressed, and living in poverty. A historic and defining feature of social work is the profession's focus on individual well-being in a social context and the well-being of society. Fundamental to social work is attention to the environmental forces that create, contribute to, and address problems in living.

Social workers promote social justice and social change with and on behalf of clients. "Clients" is used inclusively to refer to individuals, families, groups, organizations, and communities. Social workers are sensitive to cultural and ethnic diversity and strive to end discrimination, oppression, poverty, and other forms of social injustice. These activities may be in the form of direct practice, community organizing, supervision, consultation administration, advocacy, social and political action, policy development and implementation, education, and research and evaluation. Social workers seek to enhance the capacity of people to address their own needs. Social workers also seek to promote the responsiveness of organizations, communities, and other social institutions to individuals' needs and social problems.

The mission of the social work profession is rooted in a set of core values. These core values, embraced by social workers throughout the profession's history, are the foundation of social work's unique purpose and perspective:

- Service
- Social justice
- Dignity and worth of the person
- Importance of human relationships
- Integrity
- Competence

This constellation of core values reflects what is unique to the social work profession. Core values, and the principles that flow from them, must be balanced within the context and complexity of the human experience.

**XVII. COMPLAINTS**

If you have a complaint or concern about the course or the instructor, please discuss it first with the instructor. If you feel you cannot discuss it with the instructor, contact the lead faculty instructor, Harry Hunter at [harryhun@usc.edu](mailto:harryhun@usc.edu). If you do not receive a satisfactory response or solution, contact your advisor or Dr. Paul Maiden, Vice Dean and Professor of Academic and Student Affairs, at [rmaiden@usc.edu](mailto:rmaiden@usc.edu). Or, if you are a student of the VAC, contact June Wiley, Director of the Virtual Academic Center, at (213) 821-0901 or [june.wiley@usc.edu](mailto:june.wiley@usc.edu) for further guidance

**XVIII. TIPS FOR MAXIMIZING YOUR LEARNING EXPERIENCE IN THIS COURSE**

- ✓ Be mindful of getting proper nutrition, exercise, rest, and sleep!
- ✓ Come to class.
- ✓ Complete required readings and assignments before coming to class.
- ✓ Before coming to class, review the materials from the previous unit and the current unit, and scan the topics to be covered in the next unit.
- ✓ Come to class prepared to ask any questions you might have.
- ✓ Participate in class discussions.
- ✓ After you leave class, review the materials assigned for that unit again, along with your notes from that unit.
- ✓ If you don't understand something, ask questions! Ask questions in class, during office hours, and/or through e-mail!
- ✓ Keep up with the assigned readings.

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*Don't procrastinate or postpone working on assignments.*

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