

**Southern University**  
**Department of Rehabilitation and Disability Studies**  
**Graduate Rehabilitation Course Syllabus**  
**Summer**

**I. Descriptive Information**

**A. Course Number: REHB 504**

**B. Course Title: Case Management and Reporting**

**B. Catalog Description:**

This course focuses on caseload management strategies for public and private rehabilitation. The course work facilitates development of the following skills: documentation, case report writing, time management, goal setting, intake interviewing, rapport building, receiving supervision, and writing weekly reports. The overall goals of the course are to assist students in becoming effective diagnosticians, interviewers, vocational planners, caseload coordinators, and service providers to culturally diverse consumers with disabilities.

**C. Instructor's Emphasis:**

This course teaches the skills necessary for evaluating both test and non-test behaviors and integrating these into written diagnostic reports. The written diagnostic report will be a composite of reports from other sources such as planning and intervention strategies. Both theory and simulated practice (i.e., case studies) are incorporated into the course.

**E. Course Credit: 3 Hours**

**F. Prerequisites:** REHB 501 Introduction to Rehabilitation

**G. Intended Audience:** Graduate students

**H. Instructor**

1. Name: **Carliss Y. Washington, Rh.D., CRC**
2. Office Location: 214 Blanks Hall
3. Office Hours: Before and after class; and anytime via email
4. Office Phone Number: **771-2667 x-204**
5. Email: [CarlissW@cox.net](mailto:CarlissW@cox.net); [carliss\\_Washington@subr.edu](mailto:carliss_Washington@subr.edu)

**II. Student Learning Outcomes:**

Upon successful completion of the course, students will

1. practice rehabilitation counseling in a manner that reflects an understanding of psychosocial influences, cultural beliefs and values, and diversity issues that affect adjustment and attitudes of both individuals with disabilities and professional service providers;

2. practice in a manner that shows an understanding of the environmental and attitudinal barriers to individuals with disabilities;
3. conduct and utilize labor market analyses and apply labor market information to the needs of consumers in one's caseload;
4. select occupational alternatives and develop career plans in collaboration with the consumer;
5. identify the prerequisite experiences, relevant training, and functional capacities needed for career goals of the consumer and facilitate the consumer's understanding of these issues;
6. apply the techniques of job modification/restructuring and the use of assistive devices to facilitate consumer placement when appropriate;
7. facilitate consumer involvement in determining vocational goals and capabilities related to the world of work;
8. review medical information with consumers to determine vocational implications of related functional limitations;
9. identify transferable skills by analyzing the consumer's work history and functional assets and limitations and utilize these skills in assisting the consumer to achieve successful job placement;
10. assess the consumer's readiness for gainful employment;
11. establish, in collaboration with the consumer, individual counseling goals and objectives;
12. recommend strategies to assist the consumer in solving identified problems that may impede the rehabilitation process;
13. determine an individual's eligibility for rehabilitation services and/or programs;
14. evaluate the individual's capabilities to engage in informed choice and to make decisions;
15. integrate cultural, social, economic, disability-related, and environmental factors in rehabilitation planning;
16. develop jointly with the consumer, an appropriate rehabilitation plan that utilizes personal and public resources;
17. develop a knowledge base of community resources and refer individuals, when appropriate;
18. assist individuals in identifying areas of personal responsibility that will facilitate the rehabilitation process and maximize their vocational rehabilitation potential (e.g., potential fiscal resources to obtain needed services);
19. utilize resources and consult with other qualified professionals to assist in the effective delivery of service.
20. perform appropriate case documentation.

### **III. Required Text:**

Roessler, R., & Rubin, S. (2006). *Case management and rehabilitation counseling: Procedures and techniques* (4th Ed.). Austin: TX: Pro-Ed.

#### IV. Evaluation:

Exercises	90 points (9 @ 10 pts each)
Quizzes	90 points (9 @ 10 pts each)
Final	100 pts

#### V. Grading:

90% of point total = A  
80% of point total = B  
70% of point total = C

#### VI. Course Format:

Lecture	40%
Exercises	30%
Supplemental Readings	30%

#### VII. Examination Procedure:

Quizzes will be mainly multiple-choice (at least 10 points each) and are given at the beginning of class (prior to the lecture/discussion). The Final Examination will be approximately 100 points and will cover assigned chapters.

#### VIII. Assignments and Exercises:

**Most exercises will be done in class and will not be described here (to retain the purity of the responses).** Lecture-relevant cases (case studies) will be assigned for your critique; and lecture-relevant class exercises/activities will be completed.

#### IX. Accommodations Statement:

If you need academic accommodations please identify those needs. It is the responsibility of the student to seek available assistance at the University and to request reasonable accommodations. Students with disabilities are encouraged to contact the instructor to discuss their individual needs for accommodations at the beginning of the course.

It is University policy to provide, on a flexible and individualized basis, reasonable accommodations to students who have disabilities that may affect their ability to participate in course activities or to meet course requirements. Check with Mrs. Hebert in the Office for Student Services – Blanks Hall 2nd Floor for verification of need for accommodations to receive those accommodations in class-related matters.

#### X. LiveText Subscription:

Southern University and A&M College-Baton Rouge has entered into partnership with LiveText, Inc. to provide online academic resources for student collaboration and learning outcomes assessment. Therefore, all students enrolled in this course are

required to purchase a subscription from LiveText, Inc. through the Southern University Bookstore. LiveText, Inc. provides students with the electronic tools and services needed to serve them in their courses and in their career or academic pursuits beyond graduation.

**LiveText is a dynamic tool that will enable you to:**

- Create Electronic Portfolios for storing and displaying coursework for use anytime and anyplace;
- Share your résumés, professional portfolios and virtually any projects that can be photographed, video recorded, and uploaded to prospective employers and others who need or want to know about your accomplishments;
- Engage in discussion boards with other students, exchange feedback, and create study groups and other types of social networks.
- Complete assignments in key/required courses where LiveText has been embedded (without LiveText, you will not be able to complete these assignments).
- Create a complete record of your academic career that is malleable and easily accessible.
- Engage in developing a results driven culture of assessment at Southern University.

Participate in a process that will allow for data-driven curricular improvements that foster improved student learning and performance

## **XI. Class Schedule (Summer):**

### **June:**

- 3 Intro to Case Management
- 8 Chap 1 Discussion
- 10 Chap 2 Discussion
- 15 Quiz Chap 1-3; Discussion Chap 3; Exercise – Intake
- 17 Quiz Chap 4-5; Discussion Chap 4-5; Exercise – Med/Psych
- 22 Quiz Chap 6; Discussion Chap 6; Exercise – Voc Eval
- 24 Quiz Chap 7; Discussion Chap 7; Exercise – Voc Eval – other
- 29 ?RESNA CONFERENCE?

### **July:**

- 1 Quiz Chap 8; Discussion Chap 8; Exercise – Planning (IPE)
- 6 Quiz Chap 9; Discussion Chap 9; Exercise – Job Placement
- 8 Quiz Chap 11; Discussion Chap 11; Exercise – Case Studies
- 13 Quiz Chap 12; Discussion Chap 12; Exercise – Ethics
- 15 Quiz Chap 13; Discussion Chap 13; Exercise – Diversity (Last class period)
- 17 LAST DAY OF CLASS AT THE UNIVERSITY
- 20 FINAL EXAM – CASE MANAGEMENT
- 23 Final Grades Posted for all students by 7pm
- 31 Summer Commencement – Congrats Grads!

Corresponding Study Guide will be forwarded in separate email.