



California Nurses Educational Institute

Alcohol & Drug Addition Counseling (ADAC)

Level III

Course Title: Case Management, Intake Assessment Process Supervised Practicum

Course Length: 96 Hours – 6 Weeks

Schedule: Day: Monday - Thursday 8:00 a.m. to 1:00 p.m.
Eve: Monday – Thursday 5:00 p.m. to 9:30 p.m.

Description: Level III will cover Case Management: Intake and Administrative requirements for admission, referral services interpersonal dynamics, signs and symptoms, consideration of physical disabilities, assessment of potential self-harm and violence, psychological considerations, goal management, interdisciplinary team work in treatment management in taking action to achieve desired outcomes. Orientation techniques, treatment and recovery planning, esp. in regards to client focused treatment. Organizing and presentation of case information will be covered, as well as reports and record keeping. After care treatment and follow up will be covered and consultation and referral. The 12 core Functions of the Alcohol and Drug Counselor will be addressed.

Objectives: Upon completion of the course, students will: Demonstrate a knowledge in the case management of individuals who are seeking treatment for alcohol and drug addiction esp. in regards to treatment techniques, the interdisciplinary dynamic and framework and they will demonstrate the ability to accurately document and report treatment and outcomes, as well as how to plan aftercare for the clients they serve. Students will understand and demonstrate a knowledge in incorporating what they have learned in how this information applies to the 12 Core functions.

Text and Materials:

Mullahy, (2010) The Case Manager's Handbook, Fourth Edition, Jones and Bartlett
Connors, Donovan, DiClemente (2001), Substance Abuse Treatment, Guilford



Requirements:

Students must maintain a minimum of 90% of scheduled attendance and a grade average of 75%. Students with attendance below minimum attendance or grade requirement will be placed on probation for a period of 30 days. If the end of the probationary period the student does not make improvement to achieve the minimum requirement, the student will be dropped from the course. Make up of absences and missed work will be allowed following the make-up policy stated in the school catalog.

Resources:

- Furnished classroom
- Projector equipment set-up for power point presentations
- Computer lab with internet access
- <http://www.calhospitalprepare.org/evacuation>

Evaluation:

Grading is determined by a composite of scores from homework, written content quizzes. To determine the final grade for the level, each area is weighted as follows: exams and quizzes (80%) and homework (20%).

Example:	Exam and quiz average:	80%	x	.80	=	64.0%
	Homework:	95%	x	.20	=	19.0%
	COURSE GRADE:				=	83.0%

Mastery of theory content is determined by the ability of the student to achieve a grade average of 75%.



The ADAC program utilizes the following grade value system in measuring academic progress.

A	96-100	4.0
A-	91-95	3.7
B+	88-90	3.5
B	85-87	3.0
B-	82-84	2.7
C+	79-81	2.5
C	75-78	2.0
D	70-74	1.0
F	<70	0.0

Examinations/Class Assignments: There are exams/quizzes on all sections of the Medical Terminology modules and Anatomy & Physiology modules. First Aid and CPR require an examination with an acceptable passing score and demonstration of practical skills. All exams/quizzes/computer assignments constitute 80% of the total theory grade.

Missed examinations: Missed examinations must be taken on the first day back following the absence. An alternate exam may be administered.

Only two (2) missed examinations will be allowed for make-up during entire duration of the level/course. An alternate exam may be given as a make-up exam. Any make-up exam will be given a penalty of 10% from the earned score.

For example, a make-up exam score of 85% will result in a loss of 8.5% for a final score of 76.5% ($85\% - 8.5\% = 76.5\%$).

Homework: Homework is assigned to reinforce content presented during lectures and to assist in completing the assigned project. Homework will constitute 20% of the total grade. Homework will vary with the content presented and may include:

- Student workbook chapters, as assigned
- Handouts
- Research, writing and presentation of concepts



Course Schedule

Week	Topic	Required Reading
1	The Case Manager as Catalyst, Problem Solver, Educator	The Case Manager's Handbook, Chapter 1.
2	The Stages of Change The Case Manager's Universe	Substance Abuse and Treatment, Chapter 2, pages 12 -41 The Case Manager's Handbook, Chapter 2.
3	Insurance Providers and Administrators, Insurance Lines and Health Care Benefits	The Case Manager's Handbook, Chapters 3 and 4.
4	Communications Populations With Special Needs Working With selected Populations, Treatment Issues and Characteristics Working With Diverse Cultures	The Case Manager's Handbook, Chapter 8. Substance Abuse Treatment, Chapters 11 and 12
5	Case Manager Work Format and Process	The Case Manager's Handbook, Chapter 9
6	Treatment Planning Individual Treatment Couple Treatment and Family Involvement	Substance Abuse Treatment, Chapter 4, pages 82-97, Chapter 5, pages 98-124 Chapter 7, pages 147-171

Quizzes and Examinations:

Quizzes and examinations are taken on campus and under supervision. Quizzes are administered weekly on Monday of each week. The schedule may be modified by the instructor with advance notice to students.