YENEPOYA UNIVERSITY

Deralakatte, Mangaluru -575018

REGULATIONS AND CURRICULUM GOVERNING

POSTGRADUATE PROGRAM IN

MASTER OF SOCIAL WORK (MSW)

(CURRICULUM - EFFECTIVE FROM 2014-15)

YENEPOYA UNIVERSITY

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No.YU/REG/ACA/A.Council-13/2013   19.08.2013

NOTIFICATION

Sub: Starting of M.S.W. (Medical) Degree Course

Ref: Agenda 13 of the 13th meeting of the Academic Council held on 16.08.2013

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The Academic Council at its 13th meeting held on 16.08.2013 and subsequently the Board of Management at its meeting held on 17.08.2013 have approved the proposal to start 2 year M.S.W. (Medical) Degree course under the Faculty of Allied Health & Basic Sciences.

The Regulations & Curriculum for the M.S.W. (Medical) course as drafter by the Expert Committee and recommended by the Faculty of Allied Health and Basic Sciences are approved.

This notification is issued for implementation of the proposed course.

REGISTRAR

Copy to:
1. The Dean, Faculty of Allied Health & Basic Sciences
2. The Dean, Faculty of Medicine
3. Controller of Examinations
4. Mr. Mohammed Guthigar, I/c HOD, M.S.W.
5. Medical Superintendent
6. Academic Section

MASTER OF SOCIAL WORK

PART- I

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REGULATIONS

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NEED, RELEVANCE AND BACKGROUND

Medical and health systems have undergone considerable changes due to increased understanding of the importance of shift from bio-medical to socio-cultural models. This has lead to shifting focus from institutional care to community care and from treatment to prevention and promotion. These changes have created many new and challenging opportunities for social scientists and social workers within and outside hospitals. This new challenge demands specially trained professional Social Workers for manning medical and public health organizations and systems and for tackling the clients.

Placement Opportunities:

Excellent job opportunities are available for MSW professionals. They can work as Medical Social Workers, Public Health Consultants, Counsellors, Social Scientists, Academicians & Researchers in Hospitals/Health Care Centres, Public Health professions in Institutions, Medical & Allied Health Sciences Institutions, Rehabilitation Homes, Mental Health Facilities, NRHM, RCH, HIV/AIDS and Other Public Health Programs/Projects and School Health Clinics/Programs etc.

OBJECTIVES

1. To equip the students with professional skills required for the challenging roles of social workers / social scientists to medical and public health field.
2. To prepare the students for responsible professional social work practice and consultation.
3. To develop interdisciplinary and specialized professional outlook for upholding the dignity and esteem of the medical social work and health profession.

1. **TITLE OF THE COURSE**

   The course shall be called 'Master of Social Work' leading to MSW Degree.

2. **DURATION OF THE COURSE**

   2 years. However, maximum allowable duration of the programme for completion is four years from the date of admission.

3. **ELIGIBILITY FOR ADMISSION**

   - Graduate in any discipline from a recognized University with a minimum of 50% marks in the aggregate.

   - Candidates will be selected on merit basis through written test, group discussion and individual counselling. Weightage of marks will be as follows:
     - Written test   -60
     - Group discussion   -20
     - Individual counselling   -20

4. **NUMBER OF SEATS:** 15 seats per year.

5. **ADMISSION:** May - June.

6. **COMMENCEMENT OF THE COURSE**: August - September.

7. **COURSE STRUCTURE**

7.1. The course shall consist of 4 semesters covering 2 academic years. Each academic year shall be divided into 2 semesters and each semester is of 4months duration. Semesters 1, 2, and 3 will comprise of five theory papers and concurrent field work practice. Semester 4 comprises of three theory papers, research project work and concurrent field work practice. Six weeks compulsory internship in any designated setting shall be completed by the student at the end of the academic year for completion of the course.

7.2. **Specialization:** The following are the specializations students will choose during their admission to the course. The PAPERs are common during the first year.

PAPERs during the second year will be as per the specializations/streams opted by the students.

Streams/Options:

1) Medical Care & Hospital Management
2) Mental Health & Counselling.
3) Public Health.

8. ATTENDANCE

8.1. Each semester shall be taken as a unit for the purpose of calculating attendance. A student shall be considered to have satisfied the requirement of attendance for the semester if he/she attends 75% of the number of classes actually held in each subject including seminars. Also 75% attendance is required in Field Work Practice. Only such students are eligible to appear for the university examination in their first attempt.

8.2. A candidate who does not satisfy the requirement of attendance even in one subject either in theory or Field Work Practice shall not be eligible to take the examination in that particular subject of the concerned semester.

8.3. A candidate who fails to satisfy the attendance requirements in a particular subject of a semester shall repeat that subject in the next semester. However, he/she need not repeat Field Work Practice if he has the required attendance in Field Practice.

9. EDUCATIONAL PROCESS

9.1. The educational process uses both marks and Credit Based System. Total marks for the course shall be 2700 marks/102 credits. Number of credits for each paper will be equal to number of hours taught for that paper, based on its importance and weightage. Number of marks for each paper/subject shall be 100.

9.2. When a student earns the specified number of marks/credits in every semester as given in the respective course structure, he/she is deemed to have completed the

requirements of post graduate degree. However minimum marks in a paper for pass shall be fifty.

9.3. Hours of Instruction per week: There shall be 30 to 35 hours of instruction per week of which 15 hours shall be devoted for Field Work Practice.

10.   SCHEME OF EXAMINATION AND EVALUATION

10.1. Each theory paper carries 100 marks of which 40 will be for internal assessment and 60 for semester examination(**Annexure-A**).

10.2. Field Work Practice shall carry a maximum of 150 marks out of which 100 marks for field work practice and reports and 50 for viva to be assessed externally.

10.3. The maximum marks for the research project shall be 150. The research project shall be independently evaluated by an internal examiner (ordinarily, the guide) and an external examiner at the end of the course i.e; end of fourth semester.

10.4. Course end Internship shall carry 150 marks out of which 100 marks for Internship and reports and 50 for viva to be assessed internally.

 10.5. Examination in all the subjects of all the semesters will be conducted at the end of every semester.

10.6. Each written paper shall be independently valued by one internal and one external examiner.

10.7. If the difference in marking between two valuations is more than 15% of the maximum marks, it will be given for third valuation as per the general norms of the University. Furthermore, any matter related to conduct of examination, valuation, announcement of results will be as per the rules of Yenepoya University.

11. MINIMUM FOR A PASS

11.1. No candidate shall be declared to have passed in a semester examination unless he/she scores average 50 marks aggregate both in the written examination and field work practice.

11.2. A candidate not satisfying Regulation 11.1 shall be declared to have failed and will have to appear for the university examination again to secure pass marks. There will, however, be no change in the internal assessment marks allotted to him/her.

11.4. A candidate who does not fulfill the requirement for a pass in Field Work Practice shall repeat Field Work Practice.

11.5. No candidate shall be allowed more than two chances (excluding the first appearance) to complete each semester. However, such two chances shall be taken within two years immediately following the first appearance.

12. CLASSIFICATION OF SUCCESSFUL CANDIDATES

For declaring class at the end of the course, the marks obtained in theory, internal assessment, research project and course end internship together for all the four semesters shall be considered.

For declaring class, the marks obtained by the candidate in different subjects at the first attempt shall be taken. If a candidate rejects his results in all the papers of a semester for improving his result, such an attempt for improvement shall be considered his first attempt. A candidate, who passes a semester not taking all the papers of a semester together, shall be eligible only for Pass Class.

13. PERCENTAGE OF MARKS FOR DECLARING CLASS

First Class with Distinction	70% of the aggregate marks and above.
First Class	60% of the aggregate marks and above but below 70%
Second Class	50% of the aggregate marks and above but below 60%
Pass Class	Successful repeater candidates.

14. REJECTION OF RESULTS

14.1. A candidate may be permitted once in each semester to reject the results of that semester at the first appearance even though he/she has passed the examination of that semester, and reappear for the semester examination concerned for improvement of marks. Such a candidate shall not have the right to retain the marks of the first appearance in the examination of that semester. Marks obtained in the second appearance will be considered for class but not ranking. However, the internal assessment marks awarded during the semester will be retained.

14.2. A candidate may make a request to reject the result of any semester in writing to the Controller of Examination through the Head of the Institution so as to reach the Controller of Examination within thirty days from the date of announcement of his results or ten days from the date of dispatch of his marks card by the Controller of Examination to the institution, whichever is later.

15. CARRY – OVER PROVISION

15.1. No candidate shall be admitted to the third semester unless he/she has passed the first semester examination.

15.2. No candidate shall be admitted to the fourth semester unless he has passed the first and the second semester examinations.

16. INTERNAL ASSESSMENT

Each theory paper will be assessed for a total of one hundred marks with a maximum of forty marks for the internal assessment and sixty for the end semester examination. Internal assessment will be assessed based on the performance of each student in written tests, written assignments, seminar presentation and participation (including Attendance). The teaching faculty will notify in the first week of semester an adequate scheme of internal assessment spelling out details of the number and kinds of assignments and any other performance with the weightage for each and a tentative schedule.

Distribution of Marks for Internal Assessment

1) Written tests (2 tests)   - 10 marks
2) Written Assignments (2)   - 10 marks
3) Journal/Seminar presentation(1)   - 10 marks
4) Participation (including attendance)   - 10 marks
                                              40

SEMESTERWISE BREAK UP OF THE COURSE AND

SCHEME OF EXAMINATION

FIRST YEAR

I SEMESTER						
PAPER Code	**PAPER TITLE**	**NHr/W**	**CR**	**IA**	**Un**	**T**
MSW 101	Social Work Profession: History and Philosophy	4	4	40	60	100
MSW 102	Social Case Work and Group Work	4	4	40	60	100
MSW 103	Social Sciences contributions for Social Work	4	4	40	60	100
MSW 104	Human Growth and Development	4	4	40	60	100
MSW 105	Basics of Counselling	2	2	40	60	100
MSW 106	Concurrent Field Work Practice	15	6	100	50*	150
Total		**33**	**24**	**300**	**350**	**650**
I I SEMESTER						
PAPER Code	**PAPER TITLE**	**NHr/W**	**CR**	**IA**	**Un**	**T**
MSW 201	Advanced Social Case Work and Group Work	4	4	40	60	100
MSW 202	Community Organization and Social Action	4	4	40	60	100
MSW 203	Social Work Research and Statistics	4	4	40	60	100
MSW 204	Health Sociology	2	2	40	60	100
MSW 205	Organizational Behaviour	4	4	40	60	100
MSW 206	Concurrent Field Work Practice	15	6	100	50*	150
Total		**33**	**24**	**300**	**350**	**650**

NHr/W – Number of Hours per week, **CR** – Credits, **IA** – Internal Assessment,

Un –University Examination, **T** –Total.

*Viva Voce to be conducted by External Examiner

SECOND YEAR

SPECIALIZATION – I : MEDICAL CARE AND HOSPITAL MANAGEMENT

PAPER Code	PAPER TITLE	NHr/W	CR	IA	Un	T
III SEMESTER						
MC/MSW 301	Health Psychology	4	4	40	60	100
MC/MSW 302	Medical Social Work	4	4	40	60	100
MC/MSW 303	Psychiatric Social Work	4	4	40	60	100
MC/MSW 304	Hospital Services Management	4	4	40	60	100
MC/MSW 305	Psychosocial Interventions in Mental Health	2	2	40	60	100
MC/MSW 306	Concurrent Field Work Practice	15	6	100	50*	150
Total		**33**	**24**	**300**	**350**	**650**

PAPER Code	PAPER TITLE	NHr/W	CR	Un	IA	T
IV SEMESTER						
MC/MSW 401	Project Planning and Management	4	4	40	60	100
MC/MSW 402	Basics of Epidemiology	2	2	40	60	100
MC/MSW 403	Social Work Administration	4	4	40	60	100
MC/MSW 404	Research project /Dissertation (Evaluated by Internal and External Examiners)	-	6	-	150	150
MSW 405	Internship/ Block Placement	-	8	150	0	150
MC/MSW 406	Concurrent Field Work Practice	15	6	100	50*	150
Total		**25**	**30**	**370**	**380**	**750**

NHr/W – Number of Hours per week, **CR** – Credits, **IA** – Internal Assessment,

Un –University Examination, **T** –Total.

MC-Medical Care & Hospital Administration

*Viva Voce to be conducted by External Examiner

SECOND YEAR

SPECIALIZATION – II : MENTAL HEALTH AND COUNSELLING

III SEMESTER						
PAPER Code	**PAPER TITLE**	**NHr/W**	**CR**	**IA**	**Un**	**T**
MH/MSW 301	Mental Health policy and Services	4	4	40	60	100
MH/MSW 302	Psychiatric Disorders	4	4	40	60	100
MH/MSW 303	Human Development and Health	4	4	40	60	100
MH/MSW 304	Mental Health Care and Rehabilitation	4	4	40	60	100
MH/MSW 305	Psychosocial Interventions in Mental Health	2	2	40	60	100
MH/MSW 306	Concurrent Field Work Practice	15	6	100	50*	150
Total		**33**	**24**	**300**	**350**	**650**
IV SEMESTER						
PAPER Code	**PAPER TITLE**	**NHr/W**	**CR**	**IA**	**Un**	**T**
MH/MSW 401	Project Planning and Management	4	4	40	60	100
MH/MSW 402	Basics of Epidemiology	2	2	40	60	100
MH/MSW 403	Social Work Administration	4	4	40	60	100
MH/MSW 404	Research project /Dissertation	-	6	-	150	150
MH/MSW 405	Internship /Block Placement	-	8	150	0	150
MH/MSW 406	Concurrent Field Work Practice	15	6	100	50*	150
Total		**25**	**30**	**370**	**380**	**750**

NHr/W – Number of Hours per week, **CR** – Credits, **IA** – Internal Assessment, **Un** – University Examination, **T** –Total.

MH-Mental Health & Counselling

*Viva Voce to be conducted by External Examiner

SECOND YEAR

SPECIALIZATION – III : PUBLIC HEALTH

PAPER Code	PAPER TITLE	NHr/W	CR	IA	Un	T
III SEMESTER						
PH/MSW 301	Introduction to Public Health	2	2	40	60	100
PH/MSW 302	Public Health Planning and Management	4	4	40	60	100
PH/MSW 303	Community and Environmental Health	4	4	40	60	100
PH/MSW 304	Social Work in Public Health	4	4	40	60	100
PH/MSW 305	Health for Special Populations	4	4	40	60	100
PH/MSW 306	Concurrent Field Work Practice	15	6	100	50*	150
Total		**33**	**24**	**300**	**350**	**650**
IV SEMESTER						
PAPER Code	PAPER TITLE	NHr/W	CR	IA	Un	T
PH/MSW 401	Project Planning and Management	4	4	40	60	100
PH/MSW 402	Basics of Epidemiology	2	2	40	60	100
PH/MSW 403	Health Demography and Population study	4	4	40	60	100
PH/MSW 404	Research project /Dissertation	-	6	-	150	150
PH/MSW 405	Internship/ Block Placement	-	8	150	0	150
PH/MSW 406	Concurrent Field Work Practice	15	6	100	50*	150
Total		**25**	**30**	**370**	**380**	**750**

NHr/W – Number of Hours per week, **CR** – Credits, **IA** – Internal Assessment, **Un** –
University Examination, **T** –Total.

PH-Public Health

*Viva Voce to be conducted by External Examiner

SYLLABUS

FIRST YEAR

I SEMESTER

PAPER: MSW - 101

SOCIAL WORK PROFESSION- HISTORY AND PHILOSOPHY

CONTENTS

Objectives:

- To understand the concept, definition, objectives, functions and methods of social work.
- To acquire an understanding and knowledge of the history and philosophy of Social Work and its emergence as a profession.
- To provide an awareness of various models of professional practice and its application.
- To appreciate Social Work as a profession and to recognise the need and importance of Social Work Education, Training and Practice.
- To understand the current trends of social work practice in India.
- To develop understanding about the fields of social work.

UNIT – I
- Social Work: Definition, Philosophy, Objectives, Characteristics, Principles and Scope.
- Concept of related terms: Social Service, Social Reform, Social Action, Social Legislation, Social Policy, Social Welfare, Social Security, Social Justice, Voluntary social work and Professional Social Work.

 UNIT –II

- Influence of Western Ideologies on Social Change – Judaism – Christian Ideologies, Protestantism, Rationalism, Welfarism, Liberalism, Socialism and Capitalism.
- Social Reformers and their contribution to Social Welfare: Gandhian & Ambedkar's Philosophical foundation to social change in India.

UNIT-III

- Historical development of Social Work in England: The Elizabethan Poor Law 1601, Charity Organisation Society 1869, Settlement House Movement, The Beveridge Report 1941.
- Development of professional Social Work in USA and India.

UNIT – IV

- Social work profession: Social work principles, attributes of social work profession, professional values, code of ethics in social work practice.
- Fields and Methods of social work.
- Professional organizations and associations- their role and functions.

UNIT – V

- Approaches and Models' of Social Work: Relief model, Welfare model, Clinical model, Systems model, Existential Model, Humanistic Model, Developmental model and Human Rights model.
- Emerging social perspectives of social work practice: Social inclusion, globalization, human rights, gender, civil society, ecology and environment.

References:

- *Introduction to Social Work, Paul Chowdry,* 2000. ATMA RAM & SONS, New Delhi
- *From work to welfare: A new class movement in India,* Agarwala R. Critical Asian Studies, 2006:38;419-444
- *Towards a Philosophy of Social Work in India,* Dasgupta.,1967. Popular Book Services, New Delhi
- *Dimensions of Social Work,* Gangrade, K.D,1976. Indersing Marwah for Marwah Publications, New Delhi
- *Social Work and Social Work Education,* Gore.M.S, 1965. Asia Publication house, Mumbai
- *Practice of Social work,* Jainendra Kumar Jha, 2002. Anmol Publications, New Delhi.
- *The Handbook of Social work,* Joshi.S.C, 2004. Akansha Publishing House, New Delhi.
- *Supervision in social work,* Kadushin. Rawat publications, Jaipur.
- *Social Work in India,* Kunduka.S.K,1965. Sarvodaya sahitya samaj, Jaipur
- *Ideologies and Social Work, Historical and Contemporary Analyses*, Murli Desai, 2006. Rawat Publications, Delhi.
- *Social work practices,* Rameshwari Devi. Ravi Prakash Mangal Deep Publications, Jaipur

- *Social work – An Integrated Approach,* Sanjay Bhattacharya, 2003. Deep & Deep Publications Pvt Ltd, New Delhi.
- *The Right to Development,* Centre for Development& Human Rights, 2004, Sage Publications, New Delhi.
- *History and Philosophy of Social Work in India,* Wadia.A.R., 1972. Allied Publishing House.
- *Social Work-an integrated approach,* Sanjay Bhattacharya, Deep & deep Publications Pvt Ltd,New Delhi

PAPER: MSW - 102

SOCIAL CASE WORK AND GROUP WORK

CONTENTS

Objectives:

- To understand the values and principles of working with individuals and groups.
- To develop understanding among the students on social case work and group work as a methods of social work.
- To help students gain understanding on the tools and techniques of social case work and group work.
- To gain knowledge about group dynamics.
- To equip the students with better understanding about the case work and group work process and the importance of recording.

SOCIAL CASE WORK

UNIT- I
- Social-Case Work: Historical developments of Case Work methods in Social Work.
- Definition and Objectives:, its importance and relationship with other methods of Social Work, assumptions in case work, values of case work.
- Principles in Case Work, Basic components of Social Case Work: the person, the problem, the place and the process.

UNIT -II
- Social Case Work process: study, psychosocial diagnosis, treatment/intervention, evaluation, termination.
- Client - Case Worker relationship.

UNIT- III

- Tools in social case work study: Interview, observation, listening, skills in communication, home visits, collateral contacts and recording as a tool.
- Treatment techniques of case work- environmental modification, resource mobilisation and counselling.

GROUP WORK

UNIT- I

- Social Group Work: Definition, characteristics, historical development and scope.
- Values and principles of Social Group Work
- Types of groups-growth oriented, therapeutic and treatment groups, educational groups, task oriented groups, factors of group formation, formulation goals.

UNIT- II

- Group dynamics: Interactions, bond, sub groups, role, leadership, isolation, decision making, problem solving, conflicts, communication and relationships.

UNIT- III

- Social Group Work process: Pre-group planning, planning stage, beginning stage, middle stage, termination stage.
- Pre-group stage, orientation stage, problem solving stage and termination stage.
- Social Group Work recording: Principles, types of recording.
- Programme planning-Role of Social worker.

UNIT –IV

- Application of group work in Social work setting- health setting, school setting, family welfare setting, industrial setting, women and child welfare setting, geriatric and institutional setting.
- Evaluation in group work: importance, types and methods of evaluation, termination.

References:

- *Introduction to Social Work,* Paul Chowdry. 1979 ,Atma Ram And Sons, Roopa Printers, Shahdara, Delhi.
- *Field work training in social work,* I.S.Subhedar. Rawat publications Jaipur and New Delhi.
- *Principles and Practices of social work,* Shaikh Azhar Iqbal. Sublime publications, Jaipur,

- *Social work practices,* Rameshwari Devi. Ravi Prakash Mangal Deep Publications, Jaipur.
- *Dimensions Of Social Work,* Gangrade, K. D. Marwah Publications, New Delhi
- *Social Work And Social Work Education,* Gore, M.S. Asia Publishing House.
- *History and Philosophy of Social Work in India,* Wadia, A-R. Allied Publishing House.
- *Towards A Philosophy Of Social Work In India*, Dasgupta, S. Popular Book Service, New Delhi.
- *Short-Term Treatment and Social Work Practice: An Integrative Perspective,* Goldstein, Eda & Noonan, Maryellen,1999. Free Press , US.
- *Papers on Social Work- An Indian Perspective,* Banerjee, 1977. TISS, Mumbai, India.

Casework References:
- *Family and Intervention*, Desai Murali, Tata Institute of Social Sciences, Mumbai 1994.
- *Social Case Work,* 2003.Upadhyaya.
- *The Case Study Approach in Social Research: Basic Methodological Issues*. Sjoberg, G., Williams, N., Vaughan, T. R., and Sjoberg, A. F. (1991). In J. R. Feagin, A. M. Orum, and G. Sjoberg (eds.).
- *A Case for the Case Study.* Chapel Hill, NC: The University of North Carolina Press.
- *The Dynamics Of Case Work And Counselling,* Aptekar.H.H.
- *The Helping Interview,* Benjamin A. N.Y.Houghton, Muffin Co).
- *The Case Work Relationship,* Biesteck F.P. George, Allen And Unwin.
- *The Helping Relationship - Process and Skills,* Brarnmer.L.M.
- *Davidson E.H. Social Case Work.* Bailliere Tindall And Cox.
- *The Case Workers Use Of Relationships,* Farared Magrett Noel K. Hennybus, London: Tailstock Publishers.
- *Interviewing: Its Principles and Methods,* Ammet.Garrett, 1962. Family Service association, New York, USA.
- *Theory and Practice of Social Case Work,* Hamilton, Gorden, 1955. Columbia University Press, New York, USA.
- *An Introduction of Social Case Work,* TISS, Mumbai, India Mathew, Grace, 1992.
- *Social Case Work: A Problem Solving Process,* Pearlman, Helen, 1995. The University of Chicago Press, Chicago, USA.
- *Theories of Social Casework,* Robert W,Roberts Robert H. Nee,2000. Univ of Chicago Press, Chicago.

Group work References:
- *Groups in Social Work,* Balagopal and Vassily, 1983. Macmillan Publishers, New York, USA.
- *Groups for growth and change,* Brown, 1991. Longman Publishers, New York, USA
- *Groups: Process and Practice,* Cory & Cory, 1982. C.A.Brooks/Cole Publishers, Monterey.
- *Social Group Work: A helping Process,* Konopka, 1983. Prentice Hall, New Jersy, USA.
- *Social Group Work: Principles and Practice,* Trecker, 1983. New York Association Press, New York, USA.
- *Groups that work – Techniques and Interventions,* Swati S Vohra and Nishita Rai, 2005. Ane Books, New Delhi. India.
- *Group Work Theories and Practices,* Siddqui S Y, 2008. Rawat Publications, Jaipur. India.

SOCIAL SCIENCES CONTRIBUTIONS FOR SOCIAL WORK

CONTENTS

Objectives:
- To understand the concepts of social sciences and its relation to social work.
- To understand Indian social problems, social development and its impact.
- To understand the social systems and forms of inequalities in the society.
- To study social and political systems in India, globalization and its impact on the poor.
- To gain knowledge on Millennium Development Goals.

UNIT- I

- Social sciences and its relationship with social work.
- Society: Meaning, definition, features.
- Types of Indian community and its features; Tribal, Rural and Urban
- Socialization: Meaning, Process of Socialization, Agencies of Socialization.

UNIT- II

- Culture: Concept, importance and functions.
- Socio-cultural Institutions: Concept of Institutions, forms of institutions: Marriage, Family, Religion, Education - Functions, Features and Recent Trends.
- Social Systems: Concept of Social inequalities / stratification: Class, Caste, Gender based inequalities in India.
- Social Control, Social Conformity and Social Deviance: Meaning and Nature.

UNIT- III

- Economic and political system: capitalism, socialism, mixed economy – features, relevance and critique.
- Democracy and citizen's participation in good governance.
- Globalisation and its impact on developing countries-Need for social work interventions.

UNIT -IV

- Social Problems: Concepts, Meaning and Causes of Major Social Problems- non-literacy, substance abuse, crime, communalism and fundamentalism, child abuse, gender discrimination.
- Social Change: Meaning, Characteristics and Factors inducing change with reference to India.
- Human development approach- Development Indicators
- Millennium Development Goals.

References:

- *Society and Culture,* Elliot And Merril. Prentice Hall Inc.
- *Class and Occupation,* Ghurye, G.S. Caste, Bombay, Popular Prakashan.
- *Caste and Inequality In India,*Jayaraman, Raja. New Delhi, Hindustan.
- *Family Marriage In India,* Kapadia K.M, New Delhi, Oxford University Press.
- *Indian Social Problems,* Madan G. R.
- *Indian Society, A Sociological Analysis Of Social Welfare,* Nagpaul, Hans Study of *Social Work Education,* S. Chand & Co. New Delhi.
- *Century of Social Reforms,* Natarajan, S, Bombay, Asia Publishing House.
- *Urban Sociology in India,* Rao M.S. New Delhi Orient Longman.
- *Social Change in India,* Srinivas, M.N., New Delhi, Orient Longman.
- *Sociology of Medicine,* Rodney M Coe, MC Graw Hill, inc 1970.

PAPER: MSW - 104

HUMAN GROWTH AND DEVELOPMENT

CONTENTS

Objectives:

- To gain an understanding on human growth and development aspects.
- Develop an overall understanding of the principles of growth, their relevance, and application to behaviour at various phases in the life span.
- To understand the role of hereditary and environmental influences in growth and development.
- To understand the relevance of psychology for social work practice.
- To develop an understanding of the individual as thinking, feeling and responding person.
- To develop an understanding of the concept of Health, principles of healthful living and the levels of prevention in Health, with particular reference to the role of the Professional Social Worker.
- To understand interactional nature of growth and behaviour at various stages in the life span: infancy, childhood, adolescence, youth, adulthood, and old age.
- To acquire basic information with regard to malnutrition, common communicable and non-communicable diseases and common mental disorders.

UNIT – I
- Meaning of growth and development: principles of human development
- Theoretical perspective: Developmental stages – Elizabeth Hurlock
- Psycho-Social development stages - Erickson

UNIT - II
- Introduction to Psychology: Nature and Scope of psychology, Fields of Psychology, Relevance of studying human behaviour for social workers,
- Determinants of human behaviour – heredity and environment.
- Basic human needs and Maslow theory of needs.

UNIT – III

- Basic psychological concepts: adjustment and maladjustment, sensation and perception, attitude, memory, learning, thought, Language, Intelligence, motivation, emotion, sexuality and gender and personality.
- Mechanism – Task oriented and defence-oriented mechanisms.
- Concept of Normality and Abnormality.

UNIT – IV

- Personality theories: Psychodynamic- Sigmund Freud
- Learning theories – Bandura, Pavlov and Skinner
- Physical, Emotional, Cognitive and Social aspects of the following developmental stages with special reference to Indian Conditions: Pregnancy, Infancy, Babyhood, Early Childhood, Late Childhood, Adolescence, Early Adulthood, Late Adulthood, Middle Age, Old Age.

References:

- *A Short textbook of Psychiatry,* Himalaya Publishing House, New Delhi, Ahuja, Niraj., 2005.
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- *Developmental Psychology,* Hurlock, Elizabeth., 2001., Tata Mc Graw Hill, New York.
- *Text Book of Prevention and Social Medicine,* Park. J.E & Park. K, 2003., Bansaridas Bhanot, Jabalpur.
- *Introduction to Psychology,* Davidoff. L.L. Aucklan; McGraw Hill Inc;
- *Human Development, Rayner, Eric: London; George Allen and Unwin.*
- *Development Psychology in India,* Saraswathi T.S, Dutta R : Delhi; Sage publications,
- *An Introduction to Social Psychology,* Kuppuswamy B. :; Bombay; Media Promoters and Pub. Pvt. Ltd.
- *Understanding Psychology,* Fieldman Robert S. Tata Mc Graw Publishing Company, New Delhi, 1999.

PAPER: MSW - 105

BASICS OF COUNSELLING

CONTENTS

Objectives:

- To acquire knowledge of the theoretical approaches of counselling.
- To understand the process of Counselling.
- To gain knowledge of practice of Counselling in different settings.
- To develop counselling skills.

UNIT- I

- Introduction to Counselling: Meaning, Definition, Need and Importance of Counselling and Professional Ethics in Counselling, evolution of Counselling.
- Pre-requisites of counselling and Skills of counselling, qualities of a Counsellor.

UNIT- II

- Basic Principles of Counselling: Participation, Individualization, Confidentiality, Communication, acceptance, self-confidence, self-awareness and other principles governing the counselling relationship.
- Counselling process, history taking, goal identification, Interview and it significance in counselling.

UNIT -III

- Theoretical foundations of counselling: Adlerian Theory, Client-centred theory, Transactional Analysis, Gestalt approach, Rational emotive therapy, Behaviour modification technique and Reality therapy.

UNIT- IV

- Counselling across life span : counselling children, emotional distress, family conflicts, substance abuse (alcoholics), drug addicts, senior citizens, crises situation, marital counselling.

UNIT –V

- Types of counselling – individual counselling: Process, advantages and disadvantages.
- Group counselling: Process, strategies and structure.

References:

- *Hand book of counselling and psychotherapy.* Felthem,colin and Horton.
- *Counselling with young people,* Burnett. J.
- *Counselling for personal adjustment,* Fred Machinery.
- *Counselling with Young people,* Morrisco C.Engene.
- *The Dynamics of counselling process.*Shestroin Everlett, Brammer M.Lawrence.
- *Introduction to Counselling,* Tobbert, E.L.
- *Controversies in psychotherapy and counselling,* Colin Feltham, Sage Publications, New Delhi.
- *Counselling Children,* a Practical Introduction, Kathryn Geldard & David Geldard, Sage Publication, New Delhi.
- *Counselling content and process,*Fullmer, D.W. & Bernard H.W.
- *Handbook of counseling Techniques,* Harms E & Schreiber.
- *On Becoming a counselor – A Basic Guides for non-professional,counsellors,* Kennedt.E. Macmillan, New Delhi.

MSW - 106

CONCURRENT FILED WORK PRACTICE

II SEMESTER

PAPER: MSW - 201

ADVANCED SOCIAL CASE WORK AND GROUP WORK

CONTENTS

Objectives:

- To become familiar with different approaches / models of Social Case Work.
- To develop the skills of the students to utilise case work techniques in different practice settings.
- To develop appropriate skills and attitudes to work with individuals and families.
- To develop insights in applying group work method in different settings.
- To understand the importance and use of different programme media while practicing social work methods.

UNIT- I

Models / Approaches in Social case work:
- Psychosocial approach
- Problem solving approach
- Functional approach
- Diagnostic approach
- Crisis -intervention.
- Task-Cantered approach

UNIT -II

Application of Social Case Work with specific issues in different settings:
- Institutionalised children and child welfare centres
- Working with children
- Working with Family
- Working with marital conflicts
- Working with adolescents
- Community setting: motivation and empowerment.
- Medical Hospitals and Palliative care centres: client's / families' non-cooperation for treatment, lack of knowledge about services, schemes and facilities, lack of coping skills and resources
- Working in Psychiatric hospitals and Psycho-social rehabilitation centres.
- De-addiction centres: Lack of motivation, relapse and non co-operation from family.

- Working with elderly and Old age care homes: loneliness, insecurity, low self-esteem, memory problems etc.
- Industrial setting: absenteeism, interpersonal conflicts, etc in.

UNIT- III
- Application of various group work skills with different groups:
  Groups in schools
  Groups in mental health settings
  Groups in rehabilitation setting
  Group work with specific populations:-
  Group work with addicts
  Group work with elderly and their caregivers
  Group work with Physically ill
  Group work with Gay, lesbian and bisexual clients

UNIT – IV
- Professional self, Values and ethics
- Challenges, Conflicts and dilemmas' of professional while working with people.
- Concept of Support and Self help groups.
- Use of programme media in social group work– print media, socio-drama: role play, street theatre, use of multimedia.

References:

Casework References:
- *Family and Intervention,* Desai Murali, Tata Institute of Social Sciences, Mumbai 1994.
- *Social Case Work,* Upadhyaya, 2003.
- *The Case Study Approach in Social Research: Basic Methodological Issues.* Sjoberg, G., Williams, N., Vaughan, T. R., and Sjoberg, A. F. (1991). In J. R. Feagin, A. M. Orum, and G. Sjoberg (eds.), a Case for the Case Study. Chapel Hill, NC: The University of North Carolina Press.
- *Social Case Work.* Davidson E.H. Bailliere Tindall And Cox.
- *The Case Workers Use Of Relationships,* Farared Magrett Noel K. Hennybus, London: Tailstock Publishers.
- *Theory and Practice of Social Case Work,* Hamilton, Gorden, 1955, Columbia University Press, New York, USA.
- *An Introduction of Social Case Work,* Mathew, Grace, 1992, TISS, Mumbai, India
- *Social Case Work: A Problem Solving Process Pearlman,* Helen, 1995, , The University of Chicago Press, Chicago, USA.
- *2000 Theories of Social Casework,* Robert W,Roberts Robert H. Nee, Univ of Chicago Press, Chicago.

Group work References:
- *Groups in Social Work,* Balagopal and Vassily, 1983. Macmillan Publishers, New York, USA.
- *Groups for growth and change,* Brown, 1991. Longman Publishers, New York, USA

- *Groups: Process and Practice,* Cory & Cory, 1982. C.A.Brooks/Cole Publishers, Monterey.
- *Social Group Work: A helping Process,* Konopka, 1983. Prentice Hall, New Jersy, USA
- *Social Group Work: Principles and Practice,* Trecker, 1983. New York Association Press, New York, USA.
- *Groups that work – Techniques and Interventions,* Swati S Vohra and Nishita Rai, 2005., Ane Books, New Delhi. India
- *Group Work Theories and Practices,* Siddqui S Y, 2008. Rawat Publications, Jaipur. India.

PAPER: MSW - 202

COMMUNITY ORGANISATION AND SOCIAL ACTION

CONTENTS

Objectives:

- To get a clear understanding on the concept of community, community organization, community development and social action.
- To gain clear understanding on different methods of community organization.
- To enable the students on skills of community organization and social action.
- To study the various strategies to address various social problems in the community.

UNIT- I

- Community Organization: Definition, Objectives, Philosophy, Scope, Community Organization as a method of social work.
- Concept of community, community development, community organization and social action.
- Similarities and differences between Community Organization and Community development.

UNIT- II

- Components of Community Organization: Planning, Education, Communication, Community participation, Collective decision-making, leadership development, Resource mobilization, Community action.
- Phases of Community Organization: Study, Analysis, Assessment, Discussion, Organization of Action, Evaluation, Modification and Continuation.

UNIT- III

- Models of community organization- Locality Development Model, Social planning model, Social action model
- Skills of Community organizer- Training, Fund raising, Net working and Program planning.
- Roles of community organizer: Facilitator, Enabler, Expert, Educator, Advocate.

UNIT -IV

- Social Action: Definition, Objectives, Principles and methods.
- Protests, demonstration, networking, advocacy and use of public interest litigation, enforcement of social legislation through social action.
- Social action and social movement.

UNIT -V

- Strategies of Community Development.
- Concept of Empowerment.
- Participatory Rural Appraisal (PRA), Micro financing and Self Help Groups (SHG) as a strategy of empowerment.
- Challenges to community work.

References:

- *Women's Liberation in India, Social* Welfare, Agarwal R.C. January, Vol.20, No.10.
- *Community Organization,* Arthus Dunham Kant. K . New Delhi; Arnold Publications.
- *Community Organizing,* Berger & Specht. New York University School of Social Work.
- *Elements Of Social Psychology,* Bhatia H. R : 3rd Revised Edition, Somaiya Publications Pvt. Ltd. Bombay.
- *Encouraging Community Development,* Biddle Williams W. Light and Life Publishers. New Delhi.
- *Community Organizing - Theory & Practice,* Biklen, Bouglas P, Prentice. New Jersey.
- *The Political Economy of Rural Development,* Brara J. S. New Delhi. Allied Publications.

SOCIAL WORK RESEARCH AND STATISTICS

CONTENTS

Objectives:

- To gain familiarity with research concepts, types and tools of research.
- To develop knowledge, attitude and skills appropriate for social work research.
- To develop skills for use of library and documentation in research work.
- To acquire the skills of undertaking study/surveys using research methodology.

UNIT- I

- Research: Meaning, Definition, Purpose and characteristics of Research.
- Types of research: Distinction between social research and social work research
- Ethical considerations of Social Work Research, limitations of research.

UNIT- II

- Steps in Social Work Research: Research question, selection of social work research design, literature review, research protocol, formulation of objectives and research hypothesis.
- Research design: Exploratory, Descriptive, Diagnostic and Experimental.
- Qualitative and Quantitative Research methods

UNIT- III

- Sampling: Purpose of sampling, Concepts related to sampling –population, universe, sampling frame and sampling unit, Meaning of probability and non-probability sampling, Types of probability and non-probability sampling, Techniques and procedures in sample selection.
- Source of data collection: Primary and Secondary data.
- Tools of data collection: Questionnaire and interview: Types, construction, advantages and disadvantages.
- Observation and focus group discussion: Types, construction, advantages and disadvantages.

UNIT- IV

- Measures of Central Tendency: Arithmetic Mean, Median and Mode; Measures of Dispersion: Range, Quartile deviation, Standard deviation and Co-efficient of Variation. Tests of Significance, "t" test and chi-square test.
- Correlation: Different types and uses, Karl Pearson's Coefficient of Correlation and Rank Correlation.
- Computer Applications: Use and application of computer in Social Work research with   special reference to Statistical Package for Social Sciences (SPSS).

UNIT V

- Formulation of research proposal: planning and conducting a minor research study.
- Research Structure of reports for differing readership, planning outline of report, editing for accuracy and neatness, standard formats for referencing, footnotes and bibliographies, preparing research abstract and dissemination of research findings.
- Writing up research paper / article: steps and importance.

References:

- *The Elements of Research.* Whitely, Frederickl.
- *Methods in Social Research.* Goode and Hatt.
- *Social Work Research.* Polarrky, Norman.
- *Introduction to Biostatistices and research methods*. PSS Sunder Rao, J Richard
- *Research methodology for health professionals.* RC Loyal(Jaypee)
- *Scientific Social Surveys and Research.* Young, Pauline.
- *Research Methods in Social Relations.* Clarie, selttiz & Marie Jahoda.
- *Premier of Social Statistics.* Dorn Busch and Schnid.
- *An Introduction to Research Procedure in Social Science.* Gopal M.A.
- *Conducting Needs Assessments- a Multidisciplinary approach.* Fernando I Soriano. Sage Publications 1995.
- *The Handbook of Social Work Research Methods,* Bruce Thyer Published by SAGE, 2001

PAPER: MSW - 204

HEALTH SOCIOLOGY

CONTENTS

Objectives:

- To understand the meaning, concept and philosophy of sociology of health.
- To gain knowledge and clarity on different components of health sociology.
- To develop understanding on health policies, health care delivery system and their impact on improving health conditions of the people in the community.
- To develop abilities to take up challenging tasks/roles in various health settings.

UNIT-I

- Health sociology: Relationship between medicine and sociology, definition, o bjectives, scope and its relevance to patient care.
- Evolution of Social Medicine.
- The relationship between Age, Sex, Race, Social class and Health.

UNIT-II

- Concepts, perspectives and dimensions of health.
- Health for all- concept, definition, core areas (targets) and strategies for achievement.
- Determinants of health and socio-cultural factors influencing the health of people in India.
- Introduction to modern medicine, alternative medicine and other health care providers.

UNIT-III

- The sick role, Illness and deviance; Role of doctor, nurse and other actors in patient care.
- Health seeking behaviour- Definition, models and factors affecting health seeking behaviour.
- Societal response towards HIV, AIDS, disability and old age.
- Introduction to Social epidemiology –concept, definition and contents.

UNIT-IV

- Introduction to curative, preventive and promotive concepts of health care.
- Basic concepts of medicine, illness, sickness diseases: Definition and type of communicable and non-communicable diseases.
- Hospital as a social institution- Structure and functions of a hospital.
- Health education: definition, concept, approaches, models and content of health education.
- Medical social service in a hospital- Concept, role and functions of Social Worker.

UNIT-V

- Introduction to Health Care Delivery Model in India- District Hospital, Community Health Centre (CHC), Primary Health Centre (PHC), Sub Centre (SC), Anganwady, NRHM, ASHA Workers.
- Introduction to Government schemes and programmes of health care.
- Opportunities and challenges in health care delivery system in India.

Reference:
- *Understanding Health - A Sociological Introduction,* Sage Publications, New Delhi, 2002.Anne, Marie Barry and Chris Yuill.
- *A Hand book of Social and Preventive Medicine,* Park.
- *Sociology of Health* - Akram
- *Sociology of Health in India,* DAK T.M. Kaveri Printers Private Ltd., New Delhi, 1991.
- *Kevin White, an Introduction to the Sociology of Health and Illness,* Sage Publications, New Delhi, 2002.
- *National Health Policy Document,* Ministry of Health &Family Welfare, Govt. of India.
- *India Health Report,* Rajiv Misra et. al., Oxford, University Press, New Delhi, 2003.
- *The Sociology of Health, Healing, and Illness,* 6th Edition by Gregory L. Weiss and Lynne E. Lonnquist.
- Anne, Marie Barry and Chris Yuill, Understanding Health - A Sociological Introduction, Sage Publications,New Delhi, 2002.
- DAK T.M. Sociology of Health in India, Kaveri Printers Private Ltd., New Delhi, 1991.
- Graham Scombler Sociological theory and Medical Sociology, Tavistock Publications: London and New York, 1987.
- Kevin White, an Introduction to the Sociology of Health and Illness, Sage Publications, New Delhi, 2002.
- Rajiv Misra et. al., India Health Report, Oxford, University Press, New Delhi, 2003.

PAPER: MSW - 205

ORGANIZATIONAL BEHAVIOUR

CONTENTS

Objectives:

1. To develop an understanding of organization and organizational behaviour.
2. To understand the concept of organizational change and how to manage organizational change.
3. To enhance the knowledge of motivation, and its relation to behaviour and performance.
4. To gain knowledge and understanding on various types of organizations and theories.

UNIT- I

- Organizational behaviour – Concept, Objectives, Elements and Scope.
- Organizational Behaviour – Models and approaches; challenges and opportunities.
- Theories of Organizational Behaviour.
- Principles and process of organization.
- Organizational types, structure, and functions.

UNIT -II

- Organizational culture, climate and effectiveness.
- Personality – Development of Personality attributes, Transactional analysis, Johari window.
- Groups –nature and type of groups, dynamics of groups and importance of team building.
- Conflict – Types of conflict - intra personal, interpersonal, organizational – Constructive and destructive conflict – Conflict management.

UNIT -III

- Motivation – Concept, Definition, Importance and Objectives.
- Theories of motivation – Maslows Theory, E R G Theory, Herzberg's Two Factor Theory.
- Motivation, performance, job satisfaction.
- Stress management – Definition, causes, types and management of stress.

UNIT- IV

- Power in organization – Sources and types of power in organizations.
- Power, Authority and Influence: Concept, importance and distinction.
- Leadership: Characteristics, types and functions.
- Theories of Leadership.

UNIT- V

- Organizational change – Nature and types.
- Factors of organizational change.
- Managing Organizational change, basic organizational development, Organizational Development Interventions.

References:

- *Principles and Practices of management,*Shejwalkar.
- *Essential of management,* Koontz H and Weitrich.
- *Principles and practices of Management,* T. N. Chabra.
- *Organisational behaviour,* Stephen Robbins.
- *Organisational behaviour,* Keith & Davis.
- *Organisational behaviour,* K. A. Ashwatthapa.

MSW - 112

CONCURRENT FILED WORK PRACTICE

SPECIALIZATION - I

MEDICAL CARE AND HOSPITAL MANGAGEMENT

PAPER: MC/MSW -301

HEALTH PSYCHOLOGY

CONTENTS

Objectives:

- To acquire an understanding of the concept of Health Psychology.
- To understand the importance of health psychology and its relationship with other health sciences.
- To understand Bio-psycho-social model of health psychology.
- To gain familiarity with problems, causes and prevention of Health problems.
- Introduction to stress and it's management.
- To gain knowledge on integrated approach to understanding the health of populations.

UNIT-I

An Introduction to Health Psychology:

- Meaning and scope of Health Psychology
- Bio-Psycho-social model of Health Psychology.
- Relating Health Psychology to other Health sciences

UNIT-II

Enhancing Health and Preventing Illness:

- Smoking – Reasons for smoking – Smoking and Health – Preventing and Quitting smoking
- Alcohol use and abuse: Alcoholics– Reasons for use and abuse of alcohol– Preventing and treating for Alcohol abuse.
- Drug use and Abuse: Preventing and Stopping drug abuse.
- Nutrition: Consumption – Nutrition and Health – Problems of nutrition and Prevention.

UNIT-III

Becoming Ill and getting medical treatment:
- Psychological problems   of hospitalized patients.
- Pain and its management.
- Psychological reactions of a patient to loss – Stages of Acceptance by Kubler-Ross.

UNIT-IV

Stress Management:

- Stress - Definitions- Types of stress , Models of Stress
- Stress effects and reactions
- Coping and Stress Management techniques-
- Types stress management techniques.

References:

1. Shelley E. Taylor. Health Psychology Third Edition. McGraw Hill International Editions, 1995.

2. Neil Niven, Health Psychology Second Edition. Churchill Livingstone, London

3. Taimini. L.K. (1973). Glimpses into the Psychology of Yoga – The Theosopihical Publication House,   Chennai.

4. Swaminathan, V.D, Latha Sathish, Psychology for Effective Living, Department of Psychology, University of Madras.

5. Health Psychology, 2nd Edition. Friedman, H.S. (2002). Upper Saddle River, New Jersey: Prentice Hall.

6. Health psychology: Theory, research and practice. Marks, D. Murray, M.; Evans, B.; Willig, C.; Woodall, C. and Sykes, C. (2005). 2nd . N.D. Sage Pub.

7.Health psychology. Dimatteo, M.R. and Martin, L.R. (2002)   N.D: Pearson. Introduction to health psychology, Brannon, L. and Feist, J. (2007). India ed. N.D.: Thomson.

MEDICAL SOCIAL WORK

CONTENTS

Objectives:

* To enable the students to develop appropriate values, knowledge, skills and techniques for effective Social Work practice in the medical field.
* To enable the students to understand the psycho- socio- cultural realities associated with patient care in the Hospital and Community setting.
* To acquire the knowledge with respect to the inter-disciplinary approach for persons with disease and disability.
* To gain knowledge about the policies pertaining to health and disabilities

UNIT- I

* Medical social work: Meaning, Definition, Objectives, Need and scope; Historical development of Medical Social Work in India and abroad.
* Study about Medical College Hospital and functions of medical social worker
* Team work and Multidisciplinary approach in health care

UNIT-II

* Concept of long term hospitalization: Impact of long term hospitalization on the patients and the families
* Palliative care and pain Management.
* Role and Functions of Medical Social Worker in different settings:
  * ➢ Rural and Urban Community Settings
  * ➢ Maternity and Children's Hospital
  * ➢ Terminal and Chronic Illness: Diabetes, Cardio-Vascular Disorders, HIV/ AIDS, Cancer, Tuberculosis, Leprosy
  * ➢ Blood Bank, Organ Transplant Centres, Trauma Care Centres, Hospice settings**.**

UNIT-III
* Concept of disability: causes, management and rehabilitation of Persons with Disabilities (PWD).
* Rehabilitation: Definition, types and principles.
* Practice of Health education –Materials and Methods in Health Communication.
* Preventive and Rehabilitative role of social worker.

UNIT-IV

- National health programmes in India.
- Health care system in India - at the Centre, State level, district level and village level.
- Voluntary Health Agencies in India and International health - World Health Organisation (WHO), UNICEF, UNDP, FAO, ILO, World Bank,
- Non - governmental and other Agencies - Ford Foundation, CARE, International Red Cross, Indian Red Cross.

References:

- *Medical Sociology*, Cockerham William C (2000). Prentice Hall
- *Health care policies and programmes:Health care system and management-2*Goel,S L.(2004).*,* Deep & Deep Publications
- *Health Education: Theory and practice*, Goel,S L.(2007). Deep & Deep Publications
- *Health Information in India,* Central Bureau of Health Intelligence, Ministry of Health & Family Welfare, Govt. of India, New Delhi
- *Textbook of Preventive and Social Medicine*, M.C. Gupta & B.K. Mahajan (2003). Jaypee Brothers
- *Preventive and Social Medicine*, Park K. (2009). Banarsidas Bhanot Publishers
- *Medical Social Work in India,* Pathak S.H. (1961). Delhi School of Social Work
- *Medical Social Work*, Seth G.S. (1995). Medical College, Mumbai
- *Preventive and Social Medicine.* Sivan Sadhana (1997). All India Publishing & Distributors, Chennai.
- *Social and Preventive Medicine*, Yash Pal Bedi, (1980). Athma Ram & Sons

PAPER: MC/MSW -303

PSYCHIATRIC SOCIAL WORK

CONTENTS

Objectives:

- To introduce the concepts and perspectives of psychiatric social work.
- To gain knowledge with the concept of Mental Health.
- To develop an understanding of minor & major psychiatric disorders.
- To equip the students for their role as psychiatric social workers in psychiatric settings.
- To gain knowledge about the policies pertaining to mental health and disabilities

UNIT –I

- Introduction to Psychiatric Social work: Historical Development of psychiatric Social Work in U.K., U.S.A. and India. Scope of Psychiatric social work in India.
- Role and functions of Psychiatric social worker
- Limitations and difficulties faced in psychiatric social work practice.

UNIT-II

- Concept of Normality and Abnormality, Signs and Symptoms of mental illness.
- Introduction to Classification of mental disorders: ICD – 10; Organic mental disorders, Psychoactive substance use disorders, Schizophrenia, Mood disorders.
- Neurotic, Stress related and somatoform disorders, disorders of Adult personality and behaviour, sexual disorders and sleep disorders.
- Psychiatric assessment: Interviewing, Case History taking: Sources of Intake, Mental status examination, Formulation of Psychological diagnosis, Psycho-social management.

UNIT-III

- Practice of social work methods in Psychiatric settings; their need and importance in working with patients and families.
- Magnitude of Mental Health problems
- Measuring the burden of psychiatric illness in the family.

UNIT-IV

- Community Mental Health: Meaning, importance and role of Psychiatric Social Work.
- Role of Psychiatric Social Worker in a different settings: In- patient Psychiatric hospital, Out-patient Psychiatric department, Rehabilitation Centre, Day Care Centre and Half way Home for the Mentally Ill.

UNIT-V

- Legislations and policies related to Mental Health: National Mental Health Programme 1982, Mental Health act 1987
- Rights and responsibilities of mentally ill persons: Basic rights, legal responsibilities and civil responsibilities.
- Present mental health services in India.

References:
- *Abnormal psychology and modern life,* Coleman, James C. Tarporevala & sons,Bombay.
- *Mental health and Mental illness,* Roberts N. Routledge & Kegan Paul, London, 1967.
- *Popular conceptions of Mental Health the development and change,*Nunnally J.C. Rinehart & Winston, New York, 1961.
- *Mental handicaps- an introduction,* Eden D.J. George allen & Unnin, London, 1976.
- *Comprehensive text book of psychiatry,* Kaplan Harold, et.al. Williams & Willkins, Vol.I, II & III, 1980.
- *A Short Text Book of Psychiatry,* Neeraj Ahuja , Jaypee brothers Medical   Publishers Ltd., 2003.
- *Parks's Text Book of Preventive and Social Medicine.*K.Park ,
- *Psychiatry in India,* D'Souza, A, Bhalani Book Depot Medical Booksellers, Mumbai. 1975.
- *WHO ;The ICD-10 Classification of Mental and Behavioural Disorders,* Diagnostic criteria for Research 2004.
- *A guide to Mental Health and Psychiatric Nursing,* Sreevani, 2006. Jayapee brothers' medical publishers Ltd. New Delhi.

HOSPITAL SERVICES MANAGEMENT

CONTENTS

Objectives:

- To gain knowledge about concept and importance of management.
- To enable the students to understand the concepts of hospital set up.
- To gain insights into various aspects like importance, functions, policies and procedures ,equipping, controlling, co-ordination, communication, staffing, reporting and documentation of both clinical and non clinical services in a hospital.

UNIT-I

- Introduction health, hospital and health care institutions; types and levels of health care delivery system in India.
- Modern trends in hospital administration -Disaster Management.

UNIT-II

Out Patient services – Hospital - Outpatient department, Day-care, Accident and emergency services, Physiotherapy department.

UNIT-III

Inpatient services: Ward design (general &specialized) Critical Care Services-ICU, NICU-Medical services-Surgical services-Operation Theatre

UNIT-IV
Supportive Services: Diagnostic-Radiology Imaging services, Hospital Laboratory etc-Blood bank & Transfusion services, Ambulance services, Pharmacy, CSSD, Dietary Services, Hospital Laundry and Linen, Medical Social Work, Marketing and Public Relation, Administrative Departments-Outsourcing.

UNIT-V

Utility Services: Housekeeping, Biomedical Department, Medical Records - confidentiality of records, reception, enquiry, registration and admission, Cafeteria/canteen, Mortuary.

References:

- *Hospital Planning and Administration,* Davies Llewellyn R & Macaulay H M (1995). Jaypee Brothers, New Delhi.
- *Principles of Hospital Administration & Planning*, Sakharkar B M(1998).–Jaypee Publishers New Delhi.
- *Designing for Total quality in Healthcare,* Kunders G.D(2002). Prism Books Pvt Ltd, Bangalore.
- *Managing a Modern hospital,* Shrinivasan A V (2002). Response Books,New Delhi.
- *A handbook on hospital Administration,* Sharma K R,Sharma Yashpal (2003). Durga Printers,Jammu.
- *Essentials for Hospital Supportive Services,* Sharma,Madhuri(2003). Jaypee Brothers, New Delhi Kunders.G D (2004).
- *Facilities Planning and Arrangement in Healthcare,* Prism Books Pvt.Ltd.Bangalore.
- *Healthcare Systems and Management,* Goel,S.L (2001 Vol 1-4). Deep and Deep Publications, New Delhi.
- *Modern trends in hospital designing and planning*-Shakthi Gupta

PSYCHOSOCIAL INTERVENTIONS IN MENTAL HEALTH

CONTENTS

Objectives:

- To gain an understanding of the need and significance of psychosocial interventions in various mental health care settings.
- To equip the students with behavioral, cognitive-behavioral, solution-focused, Strengths based, crisis intervention, Trauma care techniques and skills.
- To enable the students with the knowledge and the skills of working with a variety of clients in mental health care settings.

UNIT – I An Overview of Psychosocial Interventions

- Meaning, Need and Scope
- Psycho-education: Definition, Goals, Methods and Types
- Rehabilitation and Community mental Health Services

Unit II- Child and Adolescent Mental Health

- Skills in working with children with developmental, learning, emotional and conduct disorders.
- Behavioral Interventions in Children and Adolescents: Assumptions, Steps and Process of Behavior Therapy; Types of Behaviour Therapy: Behaviour Modification, Contingency Contracting, Modeling, Manipulating Reinforcements, Token Economy, Stimulus Control, Assertiveness Training, Implosion, Simple relaxation, Systematic Desensitization, Aversion Therapy.
- Psychosocial Interventions in Eating Disorders and Teen suicide; Life skills Education: Communication, Problem Solving, Decision Making, Coping with Stress.
- Child Abuse and neglect: Causes of abuse and neglect; Role of parents and Teachers, Social work interventions, Child line services.

Unit III-   Substance Dependence, Psychiatric Disorders

- Substance Dependence: Solution focused and strengths based approaches; Working with spouses and families of substance dependents, Relapse prevention and Rehabilitation: Alcoholics Anonymous and Narcotics Anonymous; Group Therapy in Substance Dependence.
- Social Work Interventions in adult psychiatric populations: Individual Counselling, Group work, Family Counselling, cognitive-behavioural approaches, Half-way homes, Occupational Therapy and Rehabilitation.

Unit IV- Terminal Illness, Grief and Bereavement

- Psychosocial interventions in cancer and Palliative Care
- Grief and Bereavement: Elizabeth Kubler-Ross's Stages of Grief, Skills and techniques of grief work; Social work with the dying

Unit V- Trauma, Suicide and Dementia

- Trauma Counselling: Family Violence, Sexual Assault, Abduction and Trafficking; Psychosocial aspects of disaster management
- Suicide: Risk Assessment, Intervention and Prevention; Role of hotline services.
- Crisis Intervention: Skills and Techniques
- Dementia: Social work interventions

References:

- VMD Namboodiri. *Concise Textbook of Psychiatry,* Second edition.
- Adamec C. (1996). *How to live with a mentally ill person.* New York: John Wiley & Sons.
- Anthony WA (1972). *Social Rehabilitation: changing society's attitudes towards the physically and mentally disabled.* Rehabilitation psychology 1972.
- Anthony P.et al (2002).*Community based Alcohol Counselling: a randomized clinical trial. Addiction97(11)*

MC/ MSW: 306

CONCURRENT FIELD WORK PRACTICE

PAPER : MH/MSW-   401

PROJECT PLANNING AND MANAGEMENT

Objectives

- To acquire a theoretical frame of project preparation and it's various stages in implementation.
- To familiarize with various social action projects and improve the skills of project administration
- To develop a scientific research temperament in exploring the current trend emerging in the project preparation and implementation

Contents

UNIT- 1

- Project formulation and management: Concepts of planning, Project Planning and management , Participation in project planning and management, Principles of participation.

- Project cycle: Project (problem) identification, Project design, Project appraisal, Project implementation, Project monitoring and Project evaluation.
- Developing Goals and Objectives, Broad and specific and measurable objectives.

UNIT- II

- Participatory study analysis and problem statement: Problem Characteristic features of a project identification, cause/effect analysis & problem statement- Problem tree and Objective tree, Setting up of priorities/ choice of alternatives.
- Participatory study and assessment of the situation: use of PRA techniques: Resource mapping, wealth ranking, transects, informal interviews observation;

UNIT- III

- Logical Frame work and other methods: A summary of the purpose, objectives and the project proposed. Indicators, means of verification, assumption and indicators
- Operational plan: Detailed operational plan: Activities/task/time duration; programming; Use of GANTT chart as a operational Tool.

UNIT -IV

- Resource Mobilization and financial management: fund raising techniques, accounting procedures, Cost benefit analysis: Preparation of budget: costing and financial.
- Personal management: planning for staff requirements, selection and training of project personnel, coordination, reporting and management of information system (MIS).

UNIT- V

- Project monitoring: Concept of monitoring, monitoring plan: monitoring process and result, process documentation, continuous review and assessment.
- Project evaluation: Concept of evaluation: importance and various methods of evaluation; periodic evaluation; internal or external evaluation; Use of PERT and CPM techniques .
- Designing Project Proposal: Content and format of writing Project Proposal

References

- Mishra S.N:*Rural development planning.*
- Chandra Prasanna: *Project: Preparation, apparaisal, budgeting and implementation*
- Leonard RutnamL: *Understanding programme evaluation.*
- Young Trevor L: *Planning projects*
- Annie Hope & Sally Timmel: *Training for transformation, Male press, Giveru*
- Mathew T.K: *Project planning, formulation, C.B.C.I, New Delhi.*
- *Desai Vasanth: Project planning and Management.*
- *Goel B.B: Project management*

PAPER : MC/MSW - 402

BASICS OF EPIDEMIOLOGY

CONTENTS

Objectives:

- To gain understanding on the concept of epidemiology, prevention of disease, the promotion of health.
- To enable the students to plan and execute health education programmes

UNIT-I
- Meaning, concepts and objectives of epidemiology.
- The scope and uses of health research, especially epidemiological research and its application.
- Investigation of an epidemic and role of hospital in its control.

UNIT-II
- Vital statistics-principles of epidemiological studies and epidemiological methods.
- Types of epidemiological studies.
- Importance of epidemiological data, surveillance and monitoring.
- Screening and surveys- Investigation of an epidemic and principal sources of epidemiological data.

UNIT-III
- Injuries and disasters: Epidemiology of Road Traffic Injuries, Fall Related injuries, Drowning, Fire Related Injuries, Natural and Man Made and prevention and control.
- Blindness-epidemiological determinants, prevention of blindness, national programme for control of blindness.
- Importance of epidemiological studies in prevention and control of communicable and non-communicable diseases.
- Role of social worker in epidemiological studies, preventive and promotive health programmes.

References:
- *Textbook of Preventive & Social Medicine*, K. Park.
- *Textbook of community medicine:* V. K. Mahajan.
- *Text Book of Public Health: Method of Public Health.* Holland W.W., Detels R, Oxford London.
- *Measurement in Health Promotion & Protection, Abeline T. WHO Regional Publications.*
- *Health and Disease in Developing Countries,* Karis S. Lankimen et al; Macmillan press. London.

PAPER: MC/ MSW - 403

CONTENTS

SOCIAL WORK ADMINISTRATION

Objectives

- To help students to acquire knowledge on the basic processes of administration.
- To help students to understand the procedures and policies involved in establishing and maintaining human service organizations.
- To acquire knowledge on different types of service organizations.
- To acquire skills to network and participate in the management of resources-human, material and finance.
- To develop skills to plan, implement and participate in management of programmes.

UNIT-I : Introduction to social work and social welfare administration and public administration

- Concept of administration in Social Work, Social welfare and Public administration
- Differences between social work and social welfare administration.
- Evolution of Social Work Administration-Stages of Development.
- Principles of Social Work Administration.
- Scope of Social Work Administration

UNIT –II: Human Service Organizations: meaning, role, formation and management

- Introduction to human service organizations (Voluntary organizations, NGOS) in India - meaning, definition, types and programmes.
- Stages involved in establishment of human service organizations- Initiation, preparation of Byelaws, rules and regulations, governing board, committees, programmes,
- Registration procedures of service organizations under different types of legislations-Societies Act, Trust Act, Income Tax Act.

UNIT- III: Management of HSO- Principles and Techniques

- Administrative Process in an Organization: Planning, Organizing, Staffing, Directing, Coordination, Training, Allocation of responsibilities, Monitoring, Budgeting, Reporting
- Public relations and networking.
- Office administration: office management and maintenance of records, Project proposal writing

UNIT- IV: Financial Resources and its Management

- Financial sources: sources of finance-private, national and international agencies, types of funding, methods of fund raising.
- Processes of accounting and auditing in human service organizations, rules regarding investments.
- FCRA- requirements and compliance

UNIT-V: Social security and welfare programmes of the Government

- CSWB (Central Social Welfare Board) and State Social Welfare Advisory Boards.
- Social security schemes of state and central government.
- Introduction to various welfare programmes of the government: Child welfare, Women welfare, ICDS programme; SC & ST welfare; Social defense- Senior citizens, prevention of alcoholism and substance abuse; Empowerment of persons with disabilities.
- Government of India schemes for NGOs

References:
1. *Choudry, Paul Hand book on Social Welfare Atma Ram & sons, Delhi.*
2. *Sachdev. D R. ocial Welfare administration in India. Kitab Mahal Agencies,Allahabad*
3. *Dennison.D & Chepman, Valerie's Social Policy and Administration, George Allan and Unwin, London*
4. *Dubey S.N. Administration of Social Welfare programmes in India. Bombay*
5. *Dubey S.N. &Murdia Administration of Policy and programmes for Backward classes in India, Somaiya pub., Bombay*
7. *Shunmugavelayutham K. Social Legislations and Social Change, Valga Valamudan Pub.Chennai.*

MC/MSW-   404

RESEARCH PROJECT/DISSERTATION

MC/MSW-   405

COURSE END INTERNSHIP

MC/ MSW-   406

CONCURRENT FIEKD WORK PRACTICE

SPECIALIZATION- II

MENTAL HEALTH AND COUSELLING

PAPER: MH/MSW - 301

MENTAL HEALTH POLICY AND SERVICES

CONTENTS

Objectives:

- To acquire an understanding of the components mental health policy and programme in India and abroad.
- To review and explain the importance of welfare and development programmes for the mentally ill.
- To orient on the principles and roles of social worker in planning and executing programmes in-house and community.
- Learn about the role and functions of government and non –government institutions in mental health care.

UNIT-1

History and concepts

- Historic developments in the field of mental health, with particular reference to Community mental health; Incidence of mental illness in India.
- Review of the health care delivery system: organization and administration of programmes for the mentally ill.
- Socio-cultural factors bearing in mental health.

UNIT-II

Mental health legislation and policies

- Legal and ethical issues in psychiatry and code of ethics.
- Mental health policies and legislation in India.
- Mental Health Act 1987 and emerging role of health and social welfare professionals in promoting mental health.
- Welfare measures for mentally ill.
- Rights of persons with mental disabilities.

UNIT-III

National-level initiatives to address mental health needs

- General hospital psychiatry units
- National Mental Health Programme
- Community-level services
- Family support programmes
- Public mental health education

UNIT-IV

Psychiatric social work services
- Community Mental Health: Meaning, importance and role of Psychiatric Social Work.
- Prevention of Mental illness, Promotion of Mental health.
- Role of Psychiatric Social Worker in different settings: In- patient Psychiatric hospital, Out-patient Psychiatric department, Rehabilitation Centre, Day Care Centre and Home for the Mentally Ill.

UNIT - V
- Role of voluntary organizations, governmental-agencies and para-professionals in the welfare of the mentally ill.
- Problems and difficulties in delivering mental health services in India.

References:

- *Mental Health: New Understanding, New Hope, Geneva.From the 9th Plan the approach and focus has been shifted from a "Welfare Approach" to a "Rights based approach.* WHO Report (2001):

- *A call for amendment to the licensing provision of the Mental Health Act 1987.*Kala, A. K. (1997). Journal of Mental Health and Human Behavior, 2, 101–104.

- *Why we should opt for a new Mental Health Act and not tinker with the old one.* Kala, A. K. (2004) Indian Journal of Psychiatry, 46, 96–98.

- *India: mental health country profile. International Review of Psychiatry,* 16, 126–141.Khandelwal, S., Jhingan, H. P., Romesh, S., et al (2004).

- *Quality Assurance in Mental Health. NHRC National Human Rights Commission (1999).*

- *A new Mental Health Act for India: an ethics based approach.* Sarkar, J. (2004). Indian Journal of Psychiatry, 46, 104–114.

- *Atlas Country Profiles of Mental Health Resources.* World Health Organization (2001).

- *National Health Policy, 2000.*Ministry of Health and Family Welfare, Government of India.

- *Annual Report to the People on Health.* Ministry of Health and Family Welfare, Government of India New Delhi: Ministry of Health and Family Welfare, Government of India; September 2010.

PAPER: MH/MSW - 302

PSYCHIATRIC DISORDERS

CONTENTS

Objectives:

- To understand the signs and symptoms of various psychiatric disorders.
- To enable the students to identify causes and management of psychiatric disorders.

UNIT-I

- Concept of Normality and Abnormality, Signs and Symptoms of mental illness.
- Introduction to Classification of mental disorders: ICD – 10
- Organic, including symptomatic, mental disorders, mental and behavioural disorders due to psychoactive substance use.
- Dementia , Delirium, mental disorders due to brain damage and dysfunction: Mental and behavioural disorders due to use of alcohol, Mental and behavioural disorders due to use of cannabinoids, Mental and behavioural disorders due to use of tobacco.

UNIT-II

- Schizophrenia: its Types, signs and symptoms (Positive and Negative) Acute schizophrenia-like psychotic disorder, Schizoaffective disorder. Delusional disorders: Types, signs and symptoms.

UNIT –III

- Mood [affective] disorders-Mania, depression, bipolar disorder Types, signs and symptoms.
- Neurotic, stress-related and somatoform disorders.
- OCD-Obsessive compulsive disorder

UNIT -IV

- Behavioural syndromes associated with physiological disturbances and physical factors.
- Eating disorders, Anorexia nervosa, nervosa, Overeating associated with other psychological disturbance, Vomiting associated with other psychological disturbance, Other eating disorders, sleep disorders, Postnatal depression ,Postpartum depression.
- Disorders of adult personality and behaviour and mental retardation.

- Different personality disorders, types and signs.
- Gender identity disorder of childhood.
- Different Sexual Disorders preference, Sexual fetishism.
- Disorders of adult personality and behaviour.
- Mental Mild mental retardation, Moderate mental retardation, Severe mental retardation, Profound mental retardation, Other mental retardation.

UNIT-V

Disorders of psychological development

- Specific developmental disorders of speech and language speech and language, unspecified, Developmental dyslexia, Specific spelling disorder, Specific disorder of arithmetical skill, Pervasive developmental disorders, Autism
- Behavioural and emotional disorders with onset usually occurring in childhood and adolescence- Hyperkinetic disorder, Disturbance of activity and attention, Attention-deficit hyperactivity disorder, Attention deficit syndrome with hyperactivity, Hyperkinetic conduct disorder, Other hyperkinetic disorders, Conduct disorders, Feeding disorder of infancy and childhood, Stuttering (stammering),Cluttering, Attention deficit disorder without hyperactivity, Excessive masturbation, Nail-biting, Nose-picking, Thumb-sucking.

References:

- *Principal Components Analysis of Obsessive Compulsive Disorder Symptoms in Children and Adolescents.* Biological Psychiatry.Stewart et al. 2007.
- *A Short Text Book of Psychiatry,*Neeraj Ahuja, JP Brothers Medical Publishers Ltd.,2003.
- *Comprehensive Text Book of Psychiatry,*Kaplan Harold,et.al. Williams and Wilkins, Vol.I,II & III,1980.
- *Park's Text Book of Preventive and Social Medicine.* K.Park.
- *Concise textbook of Psychiatry* – VMD Namboodiri

HUMAN DEVELOPMENT AND HEALTH

CONTENTS

Objectives:

- To orient students about the basic concepts of health in it's socio-cultural milieu.
- To discuss the impact of development on health status and development of the community.
- To gain familiarity with Human development indicators.
- To study the various facets of health and development.
- To orient on the role and functions of social worker.

UNIT-I

- Concept of Human Development: Definitions, the basic concepts.
- Human Development Indicators.
- Relationship between Human Development and Health.
- Health for all; National strategy for HFA/2000
- Primary health Care in India.
- Millennium Development Goals and health.

UNIT   II

- Indicators of health and disease: {Measurement of health and disease} Mortality indicators. Morbidity indicators, Disability rates, Nutritional indicators, Quality of life indicators.
  -Growth and development {including nutrition}.
  -Environmental indicators.
  -Socio-economic indicators.
  -Utilization rates
  -Health care delivery indicators.
  -Indicators of social and mental health.

III   Health status and Health problems

- Basic orientation to important communicable and non-communicable diseases - definition , mode of spread, prevention(Tuberculosis, HIV-AIDS, Vector borne diseases, Water borne diseases)
- Maternal and child Health and Geriatric Care

- Life style diseases and prevention

UNIT- V
- National health Programmes in India
- Preventive and Rehabilitative role of social worker.
- Practice of Health education –Materials and Methods in Health Communication.

References:

- *Hand book of Community Medicine: Mangala Subramanian, Jaypee brothers,2012*
- *Short textbook of Preventive and Social Medicine, GN Prabhakara, 2nd Edition-Jaypee, 2010*
- *Textbook of Preventive & Social Medicine, K. Park.*
- *Control of communicable disease to man, Benean SMAS: American PH Association, New York.*
- *Health Development, Narayana, K.V. Rawat Pub, 1997*

MENTAL HEALTH CARE AND REHABILITATION

CONTENTS

Objectives:
- To understand the concept of handicap, rehabilitation and the scope for practice.
- To identify the specific client categories requiring the rehabilitation services, problem specificity and rehabilitation service interventions.
- To acquaint oneself with different rehabilitation settings, different therapeutic approaches to rehabilitation process.
- To acquire the social work skills adapted to facilitate the process of rehabilitation and assimilate the knowledge of social work practice to disability specific client service.

UNIT-I

Concept and perspectives
- Rehabilitation: Meaning and Definition: Impairment, Disability, Handicap
- Causes of Disability - heredity, acquired.
- Need for comprehensive rehabilitation –psycho-social rehabilitation: Objectives and Aspects
- Psycho-social rehabilitation with specific problem areas: physical handicap, vision, hearing, orthopedics, speech and language difficulties
- Disability and rehabilitation: Chronic mental illness, Mental retardation, alcohol and drug usage, Terminal illnesses.
- Developmental Disabilities, Childhood Autism and Schizophrenia
- Psychiatry rehabilitation process: Assessment, planning, intervention, evaluation, follow-up services.

UNIT-II

Rehabilitation settings, approaches and methods
- Rehabilitation Settings: Hospital based, day-care, night-care, quarter-way home, half- way-home, long-stay homes, vocational guidance centre, occupational therapy centre, community based rehabilitation centre.
- Community based rehabilitation approach: Need and importance
- Role of family in the treatment of mentally ill, training and rehabilitation
- Practice of Social work methods in the process of rehabilitation: Case work, group work, community organisation.

UNIT-III

Social welfare and social security measures

- Institutional care of the mentally ill: mental hospitals, psychiatric departments of general hospitals; child guidance clinics, Domiciliary (Home) care
- Mental health as a component of primary health care ; National Health policy and programmes, Persons with disability act 1996
- Welfare and legal measures for mentally ill

UNIT –IV

Mental health Counselling

- Techniques in Counselling: Supportive techniques, Relaxation Therapy and techniques, Motivational Techniques
- Rehabilitation techniques for individuals with psychological disabilities.
- Rehabilitation of persons with neurological and mental disorders.
- Treatment planning for clinical problems (e.g., depression and anxiety).
- Substance abuse and treatment.
- Wellness and illness prevention concepts and strategies.

References:
- *The Principles of Psychiatric Rehabilitation.* Anthony, William. A. 1980. Baltimore University Part Press
- *Theory and Practice of Group Counselling.* Corey, Gerald.(6th ed.)2004. Thomas Brooks/ Cole Belmont Dorothy Stock Whitaker. 1985. Using Groups to help people. London & NewYork, Tavistock/ Routledge,.
- *Legal order and Mental Disorder,* Danda, Amita. 2000. Sage Publications.
- *The Mental Health Act-1987,* Delhi Law House. 1998. Law Publishers.
- *Institute   Enabling the Disabled.* Thakur Hari Prasad 1999 of Research and Rehabilitation of the Mentally Handicapped Publication, Hyderabad.
- *Understanding Psychology. Feldman, Robert. S (1997) New Delhi, Tata McGraw Hill.*
- *International Labour Vocational Rehabilitation of Disabled persons,*   Page 70 of 102 Office. 1985. ILO.
- *Legal order and Mental Disorder,* Danda, Amita. 2000. Sage Publications.
- *The Mental Health Act-1987,* Delhi Law House. 1998. Law Publishers.
- *Institute   Enabling the Disabled.* Thakur Hari Prasad 1999 of Research and Rehabilitation of the Mentally Handicapped Publication, Hyderabad.
- *Understanding Psychology. Feldman, Robert. S (1997) New Delhi, Tata McGraw Hill.*
- *International Labour Vocational Rehabilitation of Disabled persons,*   Page 70 of 102 Office. 1985. ILO.

PAPER: MH/MSW - 305

PSYCHOSOCIAL INTERVENTIONS IN MENTAL HEALTH

CONTENTS

Objectives:

- To gain an understanding of the need and significance of psychosocial interventions in various mental health care settings.
- To equip the students with behavioral, cognitive-behavioral, solution-focused, Strengths based, crisis intervention, Trauma care techniques and skills.
- To enable the students with the knowledge and the skills of working with a variety of clients in mental health care settings.

UNIT – I An Overview of Psychosocial Interventions

- Meaning, Need and Scope
- Psycho-education: Definition, Goals, Methods and Types
- Rehabilitation and Community mental Health Services

Unit II- Child and Adolescent Mental Health

- Skills in working with children with developmental, learning, emotional and conduct disorders.
- Behavioral Interventions in Children and Adolescents: Assumptions, Steps and Process of Behavior Therapy; Types of Behaviour Therapy: Behaviour Modification, Contingency Contracting, Modeling, Manipulating Reinforcements, Token Economy, Stimulus Control, Assertiveness Training, Implosion, Simple relaxation, Systematic Desensitization, Aversion Therapy.
- Psychosocial Interventions in Eating Disorders and Teen suicide; Life skills Education: Communication, Problem Solving, Decision Making, Coping with Stress.
- Child Abuse and neglect: Causes of abuse and neglect; Role of parents and Teachers, Social work interventions, Child line services.

Unit III- Substance Dependence, Psychiatric Disorders

- Substance Dependence: Solution focused and strengths based approaches; Working with spouses and families of substance dependents, Relapse prevention and Rehabilitation: Alcoholics Anonymous and Narcotics Anonymous; Group Therapy in Substance Dependence.
- Social Work Interventions in adult psychiatric populations: Individual Counselling, Group work, Family Counselling, cognitive-behavioural approaches, Half-way homes, Occupational Therapy and Rehabilitation.

Unit IV- Terminal Illness, Grief and Bereavement

- Psychosocial interventions in cancer and Palliative Care
- Grief and Bereavement: Elizabeth Kubler-Ross's Stages of Grief, Skills and techniques of grief work; Social work with the dying

Unit V- Trauma, Suicide and Dementia

- Trauma Counselling: Family Violence, Sexual Assault, Abduction and Trafficking; Psychosocial aspects of disaster management
- Suicide: Risk Assessment, Intervention and Prevention; Role of hotline services.
- Crisis Intervention: Skills and Techniques
- Dementia: Social work interventions

References:

- VMD Namboodiri. *Concise Textbook of Psychiatry,* Second edition.
- Adamec C. (1996). *How to live with a mentally ill person.* New York: John Wiley & Sons.
- Anthony WA (1972). *Social Rehabilitation: changing society's attitudes towards the physically and mentally disabled*. Rehabilitation psychology 1972.
- Anthony P.et al (2002).*Community based Alcohol Counselling: a randomized clinical trial. Addiction97(11)*

MC/ MSW: 306

CONCURRENT FIELD WORK PRACTICE

PAPER : MH/MSW-   401

PROJECT PLANNING AND MANAGEMENT

Objectives

- To acquire a theoretical frame of project preparation and it's various stages in implementation.
- To familiarize with various social action projects and improve the skills of project administration
- To develop a scientific research temperament in exploring the current trend emerging in the project preparation and implementation

Contents

UNIT- 1

- Project formulation and management: Concepts of planning, Project Planning and management , Participation in project planning and management, Principles of participation.

- Project cycle: Project (problem) identification, Project design, Project appraisal, Project implementation, Project monitoring and Project evaluation.
- Developing Goals and Objectives, Broad and specific and measurable objectives.

UNIT- II

- Participatory study analysis and problem statement: Problem Characteristic features of a project identification, cause/effect analysis & problem statement- Problem tree and Objective tree, Setting up of priorities/ choice of alternatives.
- Participatory study and assessment of the situation: use of PRA techniques: Resource mapping, wealth ranking, transects, informal interviews observation;

UNIT- III

- Logical Frame work and other methods: A summary of the purpose, objectives and the project proposed. Indicators, means of verification, assumption and indicators
- Operational plan: Detailed operational plan: Activities/task/time duration; programming; Use of GANTT chart as a operational Tool.

UNIT -IV

- Resource Mobilization and financial management: fund raising techniques, accounting procedures, Cost benefit analysis: Preparation of budget: costing and financial.
- Personal management: planning for staff requirements, selection and training of project personnel, coordination, reporting and management of information system (MIS).

UNIT- V

- Project monitoring: Concept of monitoring, monitoring plan: monitoring process and result, process documentation, continuous review and assessment.
- Project evaluation: Concept of evaluation: importance and various methods of evaluation; periodic evaluation; internal or external evaluation; Use of PERT and CPM techniques .
- Designing Project Proposal: Content and format of writing Project Proposal

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- Mishra S.N:*Rural development planning.*
- Chandra Prasanna: *Project: Preparation, apparaisal, budgeting and implementation*
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- Mathew T.K: *Project planning, formulation, C.B.C.I, New Delhi.*
- *Desai Vasanth: Project planning and Management.*
- *Goel B.B: Project management*

PAPER : MC/MSW - 402

BASICS OF EPIDEMIOLOGY

CONTENTS

Objectives:

- To gain understanding on the concept of epidemiology, prevention of disease, the promotion of health.
- To enable the students to plan and execute health education programmes

UNIT-I
- Meaning, concepts and objectives of epidemiology.
- The scope and uses of health research, especially epidemiological research and its application.
- Investigation of an epidemic and role of hospital in its control.

UNIT-II
- Vital statistics-principles of epidemiological studies and epidemiological methods.
- Types of epidemiological studies.
- Importance of epidemiological data, surveillance and monitoring.
- Screening and surveys- Investigation of an epidemic and principal sources of epidemiological data.

UNIT-III
- Injuries and disasters: Epidemiology of Road Traffic Injuries, Fall Related injuries, Drowning, Fire Related Injuries, Natural and Man Made and prevention and control.
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- Importance of epidemiological studies in prevention and control of communicable and non-communicable diseases.
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- *Measurement in Health Promotion & Protection, Abeline T. WHO Regional Publications.*
- *Health and Disease in Developing Countries,* Karis S. Lankimen et al; Macmillan press. London.

PAPER: MC/ MSW - 403

SOCIAL WORK ADMINISTRATION

CONTENTS

Objectives

1. To help students to acquire knowledge on the basic processes of administration.
2. To help students to understand the procedures and policies involved in establishing and maintaining human service organizations.
3. To acquire knowledge on different types of service organizations.
4. To acquire skills to network and participate in the management of resources-human, material and finance.
5. To develop skills to plan, implement and participate in management of programmes.

UNIT-I : Introduction to social work and social welfare administration and public administration

- Concept of administration in Social Work, Social welfare and Public administration
- Differences between social work and social welfare administration.
- Evolution of Social Work Administration-Stages of Development.
- Principles of Social Work Administration.
- Scope of Social Work Administration

UNIT –II: Human Service Organizations: meaning, role, formation and management

- Introduction to human service organizations (Voluntary organizations, NGOS) in India - meaning, definition, types and programmes.
- Stages involved in establishment of human service organizations- Initiation, preparation of Byelaws, rules and regulations, governing board, committees, programmes,
- Registration procedures of service organizations under different types of legislations-Societies Act, Trust Act, Income Tax Act.

UNIT- III: Management of HSO- Principles and Techniques

- Administrative Process in an Organization: Planning, Organizing, Staffing, Directing, Coordination, Training, Allocation of responsibilities, Monitoring, Budgeting, Reporting
- Public relations and networking.
- Office administration: office management and maintenance of records, Project proposal writing

UNIT- IV: Financial Resources and its Management

- Financial sources: sources of finance-private, national and international agencies, types of funding, methods of fund raising.
- Processes of accounting and auditing in human service organizations, Rules regarding investments.
- FCRA- requirements and compliance

UNIT-V: Social security and welfare programmes of the Government

- CSWB (Central Social Welfare Board) and State Social Welfare Advisory Boards.
- Social security schemes of state and central government.
- Introduction to various welfare programmes of the government: Child welfare, Women welfare, ICDS programme; SC & ST welfare; Social defense- Senior citizens, prevention of alcoholism and substance abuse; Empowerment of persons with disabilities.
- Government of India schemes for NGOs

References:
- *Choudry, Paul Hand book on Social Welfare Atma Ram & sons, Delhi.*
- *Sachdev. D R. ocial Welfare administration in India. Kitab Mahal Agencies,Allahabad*
- *Dennison.D & Chepman, Valerie's Social Policy and Administration, George Allan and Unwin, London*
- *Dubey S.N. Administration of Social Welfare programmes in India. Bombay*
- *Dubey S.N. &Murdia Administration of Policy and programmes for Backward classes in India, Somaiya pub., Bombay*
- *Shunmugavelayutham K. Social Legislations and Social Change, Valga Valamudan 1. Pub.Chennai.*

MC/MSW-   404

RESEARCH PROJECT/DISSERTATION

MC/MSW-   405

COURSE END INTERNSHIP

MC/ MSW-   406

CONCURRENT FIELD WORK PRACTICE

SECOND YEAR

III SEMESTER

SPECIALIZATION- III

PUBLIC HEALTH

PAPER: PH/MSW - 301

INTRODUCTION TO PUBLIC HEALTH

CONTENTS

Objectives:

- To introduce the concepts of health, public health and programmes in India.
- To give an overview of health determinants and measures of health.
- To familiarise with the status of health and disease: global and national.
- To understand the national health and family welfare programmes in Inida.
- To equip students with knowledge and skills for their role as health educators, enablers and counsellors while dealing with health problems at individual as well as community level.

UNIT-I
- Concept of health: Physical, social, mental and spiritual dimensions of health, Positive Health.
- Determinants of health.
- Concept of Prevention: Levels of prevention - Hygiene, public health, preventive medicine, community health, social medicine, community medicine.
- Health Care of the Community; Concept of Primary health care: changing concepts and elements of health care.
- Levels and principles of health care.

UNIT-II
- Public Health: Concepts and components of Public Health.
- History of Public health in India.
- Structure of Primary Health care system in India.
- Roles   and functions of Public Health Functionaries.
- National strategy for HFA/2000
- National Rural and Urban Health Mission.

- Millennium Development Goals.

UNIT-III

- Indicators of health and disease: {Measurement of health and disease} Mortality indicators. Morbidity indicators, Disability rates, Nutritional indicators, Quality of life indicators.
- Growth and development {including nutrition}.
- Environmental indicators.
- Socio-economic indicators.
- Utilization rates
- Health care delivery indicators.
- Indicators of social and mental health.

UNIT-IV

- Introduction to epidemiology and its components.
- Definition of demography and its relation to health.
- Definition and interpretation of demographic indices like birth rate, death rate, growth rate, fertility rates.
- Reasons for rapid population growth in the world, especially in India.
- Need for population control measures and the National Population Policy.
- Family welfare programmes in India.

References:

- *Textbook of Preventive & Social Medicine*, K. Park.
- *Textbook of community medicine:* V. K. Mahajan.
- *Principles of Epidemiology – A self teaching guide.* Robert L. Heatal: Academic Press London.
- *Uses of Epidemiology,* Morris J.N. Churchill. Livingstone London.
- *Control of communicable disease to man,* Benean SMAS: American PH Association, New York.
- *Text Book of Public Health: Method of Public Health.* Holland W.W., Detels R, Oxford London.
- *Methods of Observational Research,* Kelsey J.L: Oxford University Press, London.
- *Measurement in Health Promotion & Protection, Abeline T. WHO Regional Publications.*
- *Health and Disease in Developing Countries,* Karis S. Lankimen et al; Macmillan press. London.

PAPER: PH/MSW -   302

PUBLIC HEALTH PLANNING AND MANAGEMENT

CONTENTS

Objectives:

- Gain familiarity with concepts and salient features of -public health, public health administration, regionalisation, comprehensive health care, primary health care, delivery of health care, planning, management, evaluation, National Health Policy, Development of Health Services in India and various committee reports.
- Appreciate the need for International Health Regulations and Disease surveillance and the components of health care delivery.
- Be aware of the constitutional provisions for health in India.
- Enumerate the major divisions of responsibilities and functions (concerning health) of the union, local and the state governments.
- Familiarity with management techniques: define and explain principles of management; explain broad functions of management; personnel and materials management.
- Understand the basic principles of health planning from the perspective of national development in health sector.

UNIT-I

Health Planning and Management

- Concept of Health Planning & Planning Cycle, Management techniques and methods.
- History of Health Planning in India and Five Year plans.
- Development of National Health Policy, ISM Policy.

UNIT-II

- Health Planning Models.
- Role of Health Planning in Primary Health Care.
- Role of NGOs in health planning and development.

UNIT-III
Health Care Administration

- Concept of Health Care, levels of Health care, principles of primary health care, Health Care System in India-Central, State and District level, National Rural Health Mission.
- Primary Health care in India- sub centre, primary health centre, community health centre, Roles and functions of health personnel in these level including ASHA workers.
- Hospital: Hospital as a subsystem of health care system, Defintion, Classification, Departments in hospital, Use of IT and Computerized Information Systems in the hospital Quality Assurance in a hospital, Hospital Administration: Concept and Components .

UNIT-IV

- Health financing, budgeting and economics.
- Overview on Health financing in Developing countries.
- Health financing concepts such as cost and cost classification.
- Budget management issues such as-Cost-effective analysis, Cost-benefit analysis and Cost-Utility analysis; Economic analysis reporting for projects.

References:

- *Community Health,* Anderson, Green (1982). London : C.V. Moshy Co.
- *Implementing Health Policy,* Chatterjee, Meera (1988). New Delhi: Manohar Publication.
- *Women's Health in India – Risk and Vulnerability*, Dasgupta, Monica Chen, Lincoln Krishnan,T.N. (1955). Bombay : Oxford University Press.
- *Community Health, London : Preventive Medicine and Social Services*, Davies, Meredith Tindall, Bailliere (1983) .
- *Introduction to Health Education,* Dheer, Mitra, Radhika Kamal (1991). New Delhi : Friends Publications.
- *Public Health and Social Aspects,* Dutta, P.K. (1998). New Delhi : Khama Publishers
- *Hospital Administration and Management,* Goel and Kumar (1990). New Delhi : Deep Publications.
- *Health Care Administration – A Text Book,* Goel, S.L. (1981). New Delhi : Sterling Publishers Pvt. Ltd.
- *Health Information India (1990)* .Central Bureau of Health Intelligence, New Delhi.
- *National Health Programme, Series I &II,* New Delhi (1988): National Institute of Health and Family Welfare.
- *Text book of Preventive and Social Medicine.* Park, J.E. & Park (1977).

COMMUNITY AND ENVIRONMENTAL HEALTH

CONTENTS

Objectives:

- To orient the students to the concepts of Health, Community health, Environmental & Disease.
- To equip students for their role as health educators, enablers and counsellors while dealing with health problems at individual as well as community level at various levels of prevention.

UNIT-I

- Health: Concept, Dimensions & Interdependence of Dimensions; Basic Rules for Healthy Living.
- Community Health: Concept, Meaning, Definitions, Objectives: of community Health Programmes, Various approaches to community health.

UNIT-II

- Social and Cultural Factors of Health, Problems of Health in India: Air Pollution, Water Pollution, Noise Pollution, Drug Addiction.

UNIT -III

- Concepts and principles of environmental health. Relationship between environment and human being.
- Sources of environmental health hazards - Water: uses and sources of drinking water, water purifying methods,
- Water, health and environment. Water related infections. Control of water related infections.
- Wastewater treatment methods, water quality management Air Quality: types and sources, body's response to air pollution, indoor air Pollution, control of air pollution.
- Management of municipal solid waste. Health and infections associated with solid wastes.
- Management of health care and other hazardous wastes.
- Types of pollution and effects of pollution on the environment and health.
- Legislative and other control measures of environmental pollution.
- Global emerging environmental health issues- Planning and community participation in control of environmental health problems.

UNIT-IV

- Role of Professional Medical Social Workers in prevention and promotion of healthy community and environment health.

References:

- *The Text Book of Social and Preventive Medicine,* Park & Park, Misc . Publisher
- *The Text Book of Social and Preventive Medicine*, Mahajan, B.K., Jaypee Brothers Medical Publishers (P) Ltd.
- *Health and Disease: Dynamics and Dimensions*, Singh Surendra & Mishra P.D., New Royal Book Co., Lucknow
- *Fundamentals of Behaviour Pathology*, Suninn Richard, M., John Wiley & Sons New York

PAPER: PH/MSW - 304

SOCIAL WORK IN PUBLIC HEALTH

Objectives:

- To enable students to identify and analyse various health issues in the community.
- To orient students on the health care needs of special population.
- To enable the student to work out suitable intervention for reaching out to the health care needs of the community.
- To gain familiarity on the health policies of the government.
- To provide opportunities for the student to practice the role of a social worker to fulfil the health needs in the community.

UNIT-I
Health status and Health problems

- Basic orientation to important communicable   and non-communicable   diseases (definition , mode of spread, prevention)
- Injuries and disasters: Epidemiology of Road Traffic Injuries, Fall Related injuries, Drowning, Fire Related Injuries, Natural and Man Made.
- Life style diseases and health.
- Reproductive and Child Health.

UNIT-II

Health care issues in the community

- Personal hygiene and Environmental Sanitation.
- Social and Cultural factors that influence the health status of Individuals and communities.
- Health care systems and Health seeking behaviour in the community.
- Health and Nutrition

UNIT-III

Community social worker's intervention role in the Health care needs of Special populations in the community.

- Health care needs of Differently abled.
- Children in difficult circumstances.
- Adolescent girls and Women.
- Elderly population
- Scheduled caste and tribes.
- Victims of violence and other vulnerabilities

UNIT – IV

- Urbanization and migration-basic concepts and definitions.
- Problems effects associated with urbanization.

UNIT-V

- Intervention with Families having addiction problems and those affected by addictions.
- Community based disaster management issues and alternatives.
- Social work intervention with HIV/AIDS affected persons and families - challenges, prevention and rehabilitation.
- Available therapeutic and rehabilitative facilities for affected populations

PAPER: PH/MSW - 305

HEALTH FOR SPECIAL POPULATIONS

CONTENTS

Objectives:

- Introduce the relevance and significance of special population.
- Understand the classification and characteristics of special population.
- Gain familiarity with health care needs and welfare measures for the special population.
- Gain understanding on the aspects of social work interventions in the context of special populations.

UNIT-I

- Need, relevance and perspectives of special population.
- Policy and programmes.
- Category and characteristics and special population.
- Concept of Health care for special population.

UNIT-II

Health care needs of
- Individuals with Disabilities.
- Adults with Disabilities.
- Children in difficult circumstances.
- Adolescent girls and Women.
- Scheduled caste and tribes.
- Victims of violence and other vulnerabilities.
- People living with HIV/AIDS.

UNIT-III

- Community Geriatrics-Health Problems of the aged.
- Policy planning and legislation for aged.
- Health Services for the aged.
- Initiatives, programmes and policies related to child health and development.
- Role of NGOs in providing care services to the special population groups

UNIT-IV   Social health Initiatives

- ESI : Employee's State Insurance Scheme,
- CGHS-Central Government Health Scheme
- ICDS Integrated Child Development Services
- RSBY- Rashtriya Swasthya Bima Yojana,
- Medical insurance.

PH/ MSW - 306

CONCURRENT FIEKD WORK PRACTICE

SECOND YEAR

IV SEMESTER

PAPER : MH/MSW-   401

PROJECT PLANNING AND MANAGEMENT

Objectives

- To acquire a theoretical frame of project preparation and it's various stages in implementation.
- To familiarize with various social action projects and improve the skills of project administration
- To develop a scientific research temperament in exploring the current trend emerging in the project preparation and implementation

Contents

UNIT- 1

- Project formulation and management: Concepts of planning, Project Planning and management , Participation in project planning and management, Principles of participation.

- Project cycle: Project (problem) identification, Project design, Project appraisal, Project implementation, Project monitoring and Project evaluation.
- Developing Goals and Objectives, Broad and specific and measurable objectives.

UNIT- II

- Participatory study analysis and problem statement: Problem Characteristic features of a project identification, cause/effect analysis & problem statement- Problem tree and Objective tree, Setting up of priorities/ choice of alternatives.
- Participatory study and assessment of the situation: use of PRA techniques: Resource mapping, wealth ranking, transects, informal interviews observation;

UNIT- III

- Logical Frame work and other methods: A summary of the purpose, objectives and the project proposed. Indicators, means of verification, assumption and indicators
- Operational plan: Detailed operational plan: Activities/task/time duration; programming; Use of GANTT chart as a operational Tool.

UNIT -IV

- Resource Mobilization and financial management: fund raising techniques, accounting procedures, Cost benefit analysis: Preparation of budget: costing and financial.
- Personal management: planning for staff requirements, selection and training of project personnel, coordination, reporting and management of information system (MIS).

UNIT- V

- Project monitoring: Concept of monitoring, monitoring plan: monitoring process and result, process documentation, continuous review and assessment.
- Project evaluation: Concept of evaluation: importance and various methods of evaluation; periodic evaluation; internal or external evaluation; Use of PERT and CPM techniques .
- Designing Project Proposal: Content and format of writing Project Proposal

References

- Mishra S.N:*Rural development planning.*
- Chandra Prasanna: *Project: Preparation, apparaisal, budgeting and implementation*
- Leonard RutnamL: *Understanding programme evaluation.*
- Young Trevor L: *Planning projects*
- Annie Hope & Sally Timmel: *Training for transformation, Male press, Giveru*
- Mathew T.K: *Project planning, formulation, C.B.C.I, New Delhi.*
- *Desai Vasanth: Project planning and Management.*
- *Goel B.B: Project management*

PAPER : PH/MSW - 402

BASICS OF EPIDEMIOLOGY

CONTENTS

Objectives:

- To gain understanding on the concept of epidemiology, prevention of disease, the promotion of health.
- To enable the students to plan and execute health education programmes

UNIT-I
- Meaning, concepts and objectives of epidemiology.
- The scope and uses of health research, especially epidemiological research and its application.
- Investigation of an epidemic and role of hospital in its control.

UNIT-II
- Vital statistics-principles of epidemiological studies and epidemiological methods.
- Types of epidemiological studies.
- Importance of epidemiological data, surveillance and monitoring.
- Screening and surveys- Investigation of an epidemic and principal sources of epidemiological data.

UNIT-III
- Injuries and disasters: Epidemiology of Road Traffic Injuries, Fall Related injuries, Drowning, Fire Related Injuries, Natural and Man Made and prevention and control.
- Blindness-epidemiological determinants, prevention of blindness, national programme for control of blindness.
- Importance of epidemiological studies in prevention and control of communicable and non-communicable diseases.
- Role of social worker in epidemiological studies, preventive and promotive health programmes.

References:
- *Textbook of Preventive & Social Medicine*, K. Park.
- *Textbook of community medicine:* V. K. Mahajan.
- *Text Book of Public Health: Method of Public Health.* Holland W.W., Detels R, Oxford London.
- *Measurement in Health Promotion & Protection, Abeline T. WHO Regional Publications.*
- *Health and Disease in Developing Countries,* Karis S. Lankimen et al; Macmillan press. London.

PAPER: PH/ MSW - 403

HEALTH DEMOGRAPHY AND POPULATION STUDY

 CONTENTS

Objectives:

- Understand the concepts of demography and population and their relevance in health care.
- Understand process of distribution of population and urbanization, factors affecting the distribution of population and urbanization.
- Learn the concepts of migration, measures of migration and theories of migration and related matters with the latest studies conducted in this field of research.
- Acquire knowledge and awareness on family planning, methods, advantages and disadvantages and family development programmes, role of social worker in particularly in awareness building.

UNIT-I

- Definition of demography and its relation to Health.
- Stages of the demographic cycle and their impact on population.
- Definition and interpretation of demographic indices like birth rate, death rate, growth rate, fertility rates.
- Reasons for rapid population growth in the world, especially in India.

UNIT-II

- Demographic trends in India -Population distribution in the World and in India.
- Special demographic characteristics of children, women, aged and importance in demographic study.
- Concept of health. Relationship between health transition and mortality transition. Social, economic and cultural determinants of health related behaviour. Age and sex composition, sex ratio.

UNIT -III

- Basic concepts and definition of migration, its importance in the study of population.
- Types of migration- Internal, international, temporary and refugee.
- Place of birth approach, place of last residence approach, duration of stay-approach, combinations of the three, indirect methods of estimating migration.
- Sources of data and limitations; trends and differentials; international migration.

UNIT - IV

- Urbanization-basic concepts and definitions; Components of urban population growth.
- Process of urbanization- Levels and trends of urbanization in developed and developing countries; Process of suburbanization, rural urban continuum.
- Problems associated with and policies and programmes affecting urbanization in India.

UNIT- V

- Need for population control measures and the National Population Policy.
- Indentify and describe the different family planning methods and their advantages and shortcomings.
- Importance of health education in attaining family planning goals.
- Role of social worker in population control programme.

References:

- *Theories of migration, Peterson's typology, Ravenstein's laws of migration,*
- *Stouffer's model of intervening opportunities and competing migrants,* Zipf
- and Kant gravity models.
- *Principles of Population Studies.* Bhende, Asha A, and Tara Kanitkar, 2003. Revised Ed. Mumbai: Bombay: Himalaya Publishing House.
- *India's Urbanization 1901-2001.* Bose, Ashish, 1980. New Delhi: Tata McGraw–Hill Publishing Company Ltd.
- *An Introduction to the Study of Population.* Misra B. D., 1995. New Delhi, South Asian Publishers Pvt. Ltd.
- *Population of India.* Country Monograph, No. 10. United Nations, ESCAPE, 1982. New York: United Nations.
- *Textbook of Preventive & Social Medicine*, K. Park.

PH/MSW -404:

RESEARCH PROJECT/DISSERTATION

PH/MSW -405:

COURSE END INTERNSHIP

PH/MSW -406:

CONCURRENT FIELD WORK PRACTICE

RESEARCH PROJECT/DISSERTATION

Each student is required to undertake a research project on a selected topic under the guidance of any faculty allotted to him/her. The student is required to submit the synopsis of the study at the end of second semester for approval. A student can commence the research project at the beginning of the third semester and must complete the project work within the stipulated   time in the fourth semester itself. Upon completion of the research project copies of the report shall be submitted as per the proforma prescribed by the university within two months before the final examination. Acceptance of the project is a pre-requisite for a student to be eligible to appear in the final examination.

INTERNSHIP IN A DESIGNATED SETTING

The student will be placed in an agency / institution for Internship for a period of **six weeks towards the end of fourth semester**. He/she has to present a comprehensive report on the work to the concerned Faculty Supervisor in the department and appear for an internal viva-voce. Production of the Internship completion certificate from the institution is essential for assessing the student and declaring his/her result

CONCURRENT FIELD WORK PRACTICE

Concurrent Field Work Practice forms an integral part of Social Work programme. The concurrent field work will be for full two days in the field work agency, while third day will be utilized for supervision and mentoring and presentation of reports under the guidance of field work supervisor in the department. Field work agency supervisor's certificate is essential for assessing the student's performance.

The objective of field work practice is to enable the students to integrate and reinforce knowledge acquired in the class in the field situations. In each semester students will be posted to particular field placement. The student is expected to learn/develop skills and insight into working with people at individual, group and community level. This component consists of working with an organization, submitting reports, doing presentations, group work, recording and a discussion which includes viva voce and this will be evaluated at the end of every semester by internal and external faculty.

OTHER NEED BASED EDUCATIONAL ACTIVITIES

Orientation Programme:

To induct students in the professional social work, exclusive orientation activities are organized by the department during the initial period. It benefits students from the diverse graduation background.

Seminars and Workshops:

Students will be guided and provided opportunities to participate and present papers in social science seminars, workshops, conferences at National and International levels.

Journal review paper presentations through Journal Club are part and parcel of department study.

Skill Development Workshops:

Workshops: Skills Development - help learners acquire social work professional skills to enhance the effectiveness of research, intervention and evaluation. Programmes are organized in regular intervals like theatre techniques, communication skills, writing skills, research methodology and counselling.

Research and Extension Projects:

Research and extension activities are the important component of Social Work Education. To strengthen the students in research skills the department involves students in funded research projects and in the ongoing extension programmes of the University on regular basis.

Rural Camp:

The students are expected to participate in the rural camp, which will take place in the first year and report to the department on the same in the prescribed structure. The period of the camp will be for one week/ 10 days. The aim of the rural camp is to help the students understand social, economic, political and health conditions of the rural

community and provide hands on experience on a developmental initiative. The students need to write a report on the camp and the learning will be evaluated as part of second semester concurrent field work viva voce.

As the department is already involved in extension activities in the community like camps, awareness programmes it is useful to expose the MSW students to understand the rural realities as well as to get skills in organizing these activities. Participation in these activities can be considered as rural camp training during the course and students' performance need to be integrated into the field work evaluation process for awarding marks.

Educational Tour:

At the end of the first year, during the vacation students must participate in educational tour which will be for one week. The main idea of organizing the tour is to expose the students to different projects, programmes and services being offered by different organizations. They will also get to know about different NGOs working in their area of interest. The students need to write a report on the tour and the evaluation will be integrated along with third semester concurrent field practice viva-voce.

Orientation classes for improvement of English language:

To improve writing and spoken English language of the students', foundation classes will be conducted depending on the need.

Student Forums:

To develop leadership skills, team work sprit and professionalism, the programme provides professional platforms by creating student forums on specialization wise.

Regulations for the MSW Field work Practicum

Introduction

Field Work Practicum forms an integral part of Social Work programme. The broad aim of field work is to provide opportunities for students to apply the knowledge learnt in the classroom situations and to plan, implement and evaluate these experiences while working with individuals, groups and communities. Practice learning in social work training plays a pivotal role in providing the students with an opportunity to explore, learn and develop professional skills necessary for working with people, the essence of the profession. Learning is aided through observation, analysis of social realities and experience of participation in designing and providing social work intervention. It has several components that help the students to develop a holistic understanding of the problems, situations, their causative factors and the possible strategies of intervention.

Objectives of Field Work

The fieldwork programme has been designed to achieve the following objectives:

1) Develop the ability to observe and analyze social realities.
2) Understand the characteristics of social systems and their dynamics.
3) Develop critical understanding of the application of legislation, legal process, and social policy.
4) Develop the ability to examine the process of programme management and participate in the effort at various levels.
5) Use human rights tools, understanding of gender justice and need for equity in all interventions.
6) Develop an understanding of organizational structure, resource management, and day-to-day administration for human service programmes - developmental and welfare programmes
7) Understand the nature of social work practice in different settings.
8) Develop the capacity to integrate knowledge and practice-theory by participating in interventions.
9) Clarify and imbibe values which sustain positive attitude and professional ethics.

10) Enhance writing skills to document practice appropriately. Recordings to be viewed as an expression of interest, motivation and involvement in practice and as evidence of enrichment in the process of professional growth.

Field work settings:

In each semester students will be posted to particular field placement setting. The student is expected to learn/develop skills and insight into working with people at individual, group and community level. Field work settings will be identified by the social work institution depending on the need. Such settings should provide opportunities for students to study and apply principles of case work, group and community work to grow as a social work professional. Settings could be:

- Grama panchayaths
- Schools
- Service organizations
- NGOs
- Old age homes, rehabilitation centres, orphanages etc
- Health care institutions
- Government institutions

Activities:

Students will be enabled to involve in the following activities:

- Family survey for specific purpose- study, analyse, preparation of reports, planning, implementation and evaluation of suitable interventions.
- Case work- identify
- individuals with specific problems and needs, assess their socio economic back ground and work towards remedying the situation.
- Conduct group work.
- Collect information from different sources on programmes and schemes available for the development of poor and weaker sections of the society.
- Organize micro level programmes in the community- education program, various health camps, seminar, shramadan, cultural events and the like.

- Study the village setting- different institutions, political situation, weaker sections, natural resources, economy, administration etc.
- Study the objectives, functioning and activities of different groups, organizations and institutions in the community.

Field work process:

- Each student is required to put in 15 hours of field work per week.
- The field work will be for full two days in the field work agency, while third day will be utilized for supervision and mentoring and presentation of reports under the guidance of field work supervisor in the department.
- Each student is required to maintain and work log/diary book which will be verified and signed by the field work supervisor.
- Each student is required to prepare a consolidated report and present it in the student conference with faculty supervisor. Students are encouraged to present these reports using appropriate communication tools.
- Student's performance will be assessed using appropriate evaluation formats by the faculty members.
- Whenever a student is placed in an institution or organization field work agency supervisor's certificate is essential for assessing the student's performance. Each student should obtain this certificate upon completion of the required duration of field work.
- The faculty supervisor who is in charge of student field work supervision pay visits to the field work settings at fixed intervals to observe student functioning and offer guidance to acquire the knowledge and skills of social work.

Expected outcome of field work practicum:

Each student will be able to

1. Gain familiarity with the functioning of an organization/institution/group/s.
2. Understand and analyse the situations existing in the particular setting.
3. Articulate the driving and restraining forces operating in the community.
4. Gain familiarity with development programmes and schemes in operation in the community level.
5. Identify and document the problems, needs and offer suggestions for improving the situation in a particular setting.

6. Identify at least two individual cases and demonstrate the abilities to help them using the professional social work skills.

7. Plan and organise at least two group work activities in a particular setting.

8. Plan and organise at least one community programme.

9. Articulate the characteristics and differences of case work, group work and community work.

10. Gain knowledge and skills of planning, organising, implementation, monitoring and evaluation.

11. Gain knowledge and skills of documentation and communication.

12. Understand and articulate the purpose, structure, programmes and characteristics of SHGs, Grama panchayaths, NGOs, health care institutions operating in the community.

13. Understand and articulate various social security programmes available for the weaker sections in the society.

14. Gain familiarity with various health care benefits available for the rural and urban population in the society.

15. Gain knowledge and skills of undertaking a micro study and preparing reports.

FACULTY REQUIRED AND QUALIFICATION

Qualification and Experience required for appointment as teaches on fulltime basis for *MSW course will be as per the UGC regulations.*

a) Assistant Professor:
Good academic record with at least 55% of the marks in Masters in Social Work degree programme from an institution affiliated to University established under law.

The experience required *shall be three years of teaching experience as a Lecturer or Practitioner* in a professional institution i.e. Lecturer in Social Work College or Professional in Medical Social Work Department as Medical Social Worker/Counsellor in a multispecialty hospital having minimum of 100 beds.

b) Associate Professor:
Five years of teaching or professional work in hospital at the level of Assistant Professor with M.S.W and PhD qualification.

c) Professor:
Ten years of teaching /research experience as Associate Professor with M.S.W or PhD qualification.

d) Principal:
 A person having qualification and teaching experience required for professor can hold the post of Principal. However out of two qualifying degrees (MSW and PhD), one of the degrees must be in the discipline of Social Work, while the other degree could be related to Social Science or Counselling for all the posts in the department.

Promotion Criteria:
Same as mentioned above, as per UGC regulations.