



COLLEGE of SOCIAL AND APPLIED HUMAN SCIENCES

DEPARTMENT OF FAMILY RELATIONS AND APPLIED NUTRITION

FRHD*4310 - PROFESSIONAL ISSUES COURSE OUTLINE – FALL 2019

1. CALENDAR DESCRIPTION

This course examines ethical and professional issues in working with children, youth, adults of all ages, and their families. A variety of institutional settings are considered (e.g., school systems, treatment agencies, youth residential programs, senior care facilities). The complexities of professional practice with diverse populations are explored in depth. Legal aspects relevant to work in this area are also addressed.

- Credit Weight:** 0.5 credits
- Course Hours:** 3-0 (2.0/week x 12 lecture; 1.0/week x (9 lab/seminar)
- Pre-Requisite(s):** 14.00 credits including FRHD*3400
- Co-Requisites(s):** N/A
- Restriction(s):** This is a Priority Access Course. Enrolment may be restricted to particular programs or specializations or semester levels during certain periods. Please see departmental website for more information.

2. COURSE DESCRIPTION

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3. TIMETABLE

- Lecture:** LEC Mon 07:00PM - 08:50PM
- Location:** MACN, Room 105

Seminars – Skill Labs:

TA	Section	Date/Time	Location
Julia Biamonte	0101	Mon 09:00PM - 09:50PM	MCKN, Room 233
Cara Briscoe	0102	Mon 09:00PM - 09:50PM	MCKN, Room 234
Heather Craig	0103	Mon 09:00PM - 09:50PM	MCKN, Room 235
Nicholas Sorg	0104	Mon 09:00PM - 09:50PM	MCKN, Room 236
Julia Biamonte	0105	Fri 02:30PM - 03:20PM	MCKN, Room 306

Cara Briscoe	0106	Fri	02:30PM - 03:20PM	MCKN, Room 305
Heather Craig	0107	Fri	02:30PM - 03:20PM	MCKN, Room 315
Nicholas Sorg	0108	Fri	02:30pm - 03:20PM	CRSC, Room 403

NOTE – Students are expected to attend the Seminar that they have registered in. Students are unable to switch the seminar they are registered in without permission.

Final Exam: 2019/12/13 07:00PM - 9:00PM
Building TBA, Room TBA

4. INSTRUCTIONAL SUPPORT

Course Instructor: Kristen Cairney, MSc., MSW, RSW
Email: kcairney@uoguelph.ca
Telephone: 519-824-4120 ext. N/A
Office: MINS 133E
Office Hours: 5:00 pm – 6:00 pm weekdays, By Scheduled Appointment

Teaching Assistants	Email
Cara Briscoe	cbriscoe@uoguelph.ca
Heather Craig	craigh@uoguelph.ca
Mark Sorg	msorg@uoguelph.ca
Julia Biamonte	jbiamont@uoguelph.ca

5. LEARNING RESOURCES

Required Resource(s):

Corey, G., Corey, M. S., C. Corey, & Callanan, P. (2019). *Issues and ethics in the helping professions* (10th ed.). Belmont, CA: Brooks/Cole.

*Note – This text has been made available on course reserve in library

Recommended Resource(s):

N/A

6. LEARNING OUTCOMES

At the completion of the course, successful students will be able to:

1. Define important concepts (e.g., inter-professionalism, reflective practice), key terms (e.g., multiculturalism, boundary violations), types of professional issues (e.g., clients’ rights to confidentiality), and recommended ethical actions to address professional issues (e.g., informed consent);
2. Describe and assess professional standards of practice/codes of ethics in a variety of professional domains as these relate to particular professional issues;

3. Describe and differentiate among various ethical decision-making models within the field of normative ethics;
4. Apply models of ethical decision-making to hypothetical and real-world cases/scenarios involving ethical dilemmas to recommend appropriate courses of action;
5. Identify important laws in Ontario and Canada and their implications for ethical practices in key professions in education, the helping professions, and healthcare;
6. Critique issues of power, privilege, culture/diversity, and the potential impact of personal values on professional practice.

Course Organization:

This course involves lecture/large class and seminar components. In keeping with a learner-centred approach and to enhance student learning, there will be an emphasis on in-class discussion. In order to address the limitations of the textbook, lectures will not only reflect the themes in assigned textbook chapters, but will also incorporate Canadian content and expand the range of career categories to include professions in healthcare and education.

Each week ahead of the lecture time, online quizzes on CourseLink will allow students to test their knowledge of that week's assigned textbook chapter(s) in a relatively low-risk fashion. Students are expected to come to weekly classes and their seminar prepared to discuss assigned materials, to participate in learning activities, to ask questions to extend their own learning, and to build on classmates' ideas.

Weekly classes (1 hour & 50 minutes) will consist of instructor-led lectures on weekly themes and readings, structured student learning activities, presentations by guest speakers, and class discussions. There will be a particular emphasis on models of ethical decision-making, mandated reporting of child abuse and elder abuse in Ontario, and the incorporation of examples from a variety of helping professions. Materials from the readings, class lectures and topics of class discussion will be tested on the midterm and final exams.

Seminar:

The seminars, which are led by graduate teaching assistants, allow for in-depth discussion of professional issues and seminar presentation planning during the first few weeks. In the remaining seminars, there will group presentations on professional codes of ethics, and the writing of short individual papers on the presentation topic. The seminars are designed to help students develop ethical decision-making skills and to learn about professional codes of ethics and relevant legislation in various professions.

The seminar sessions are an essential and required part of the course. Students are expected to attend each seminar unless prior notification is given to the seminar leader.

7. TEACHING AND LEARNING ACTIVITIES

Week of Course & Date	Topics	Assigned Readings	Seminars	Notes & Due Dates
Week 1 Sept 9	Course Orientation Discussion of Professional Issues and Ethics	No Readings	No Seminar	
Week 2 Sept 16	Ethical Decision-Making in Helping Professions	Chapter 1	Seminar 1	Online Quiz 1, Chapter 1 Available on Sep 16, 2019 9:00 PM until Sep 23, 2019 7:00 PM
Week 3 Sept 23	The Helping Professional as a Person and a Professional	Chapter 2	Seminar 2	Online Quiz 2, Chapter 2 Available on Sep 23, 2019 9:00 PM until Sept 30, 2019 7:00 PM
Week 4 Sept 30	Values and Helping Relationship	Chapter 3	Seminar 3	Online Quiz 3, Chapter 3 Available on Sept 30, 2019 9:00 PM until Oct 7, 2019 7:00 PM
Week 5 Oct 7	Multicultural Perspectives and Diversity Issues	Chapter 4	Seminar 4	Online Quiz 4, Chapter 4 Available on Oct 7, 2019 9:00 PM until Oct 14, 2019 7:00 PM
Oct 14	Thanksgiving Holiday-No Classes Scheduled			
Week 6 Oct 21	Mid-Term Exam (in class)		No Seminar	Midterm will cover: Course Material from Weeks 1 – 4
Week 7 Oct 28	Clients Rights and Responsibilities of the Professional; Duty to Report	Chapter 5	Seminar 5	Online Quiz 5, Chapter 5 Available on Oct 28, 2019 9:00 PM until Nov 4, 2019 7:00 PM
Week 8 Nov 4	Confidentiality: Ethical and Legal Issues	Chapter 6	Seminar 6	Online Quiz 6, Chapter 6 Available on Nov 4, 2019 9:00 PM until Nov 11, 2019 7:00 PM
Week 9 Nov 11	Multiple Boundaries and Multiple Relationships	Chapter 7	Seminar 7	Online Quiz 7, Chapters 7 Available on Nov 11, 2019 9:00 PM until Nov 18, 2019 7:00 PM
Week 10 Nov 18	Professional Competence and Training Issues in Supervision	Chapters 8 & 9	Seminar 8	Online Quiz 8, Chapters 8&9 Available on Nov 18, 2019 9:00 PM until Nov 25, 2019 7:00 PM
Week 11 Nov 25	Issues in Theory and Practice Community and Social Justice Perspectives	Chapters 10 & 13	Seminar 9	Online Quiz 9, Chapter 10 & 13 Available on Nov 25, 2019 9:00 PM until Nov 28th, 2019 7:00 PM

				Self-Assessment of Participation in Seminar due to Dropbox by Wednesday Nov. 27 at 5:00 pm.
Week 12 FRIDAY Nov 29	Issues in Interdisciplinary work in Human Services	Chapter 11	No Seminar	Online Quiz 10, Chapter 11 Available on Nov 28, 2019 9:00 PM until Dec 1, 2019. 7:00 PM
Final Exam: 2019/12/13 07:00PM-09:00PM, Location TBA				

Note: This is a tentative schedule; however, due to various unknown factors there may be changes. Any changes will be announced during class and an announcement will be posted on the CourseLink site.

SEMINAR SCHEDULE

Seminar	Activity
# 1 Week of Sept 9th	● *No Seminars Scheduled
# 2 Week of Sept 16th	● Introductions & discussion of presentation expectations ● Assignment to groups for presentations ● Ethics activity
# 3 Week of Sept 23rd	● Ethics activity and presentation planning
# 4 Week of Sept 30 th	● Presentation planning
# 5 Week of Oct 7th	● Group presentations
# 6 Week of Oct 21st	● No Seminars – Mid-term Exam scheduled this week
# 7 Week of Oct 28th	● Group presentations
# 8 Week of Nov 4th	● Group presentations
# 9 Week of Nov 11th	● Group presentations
# 10 Week of Nov 18th	● Group presentations
# 11 Week of Nov. 25th	● Group presentations
# 12 Week of Nov 29th	● *No Seminars Scheduled

8. ASSESSMENT DETAILS

Assessment	LOs Addressed	Due Date	% of Final
Seminar Group Presentation and Individual Paper Week 5 to Week 11 – Group presentations AND individual group members’ papers regarding codes of ethical practice See Assignment Guidelines on CourseLink	Learning Outcomes 1-6	See Seminar Schedule on p. 5 of this course outline	30%
Seminar Participation Students are expected to attend all scheduled seminar classes in their particular section and to engage in active discussion. See Participation Guidelines on CourseLink	Learning Outcomes 1-6	See Seminar Schedule on p. 5 of this course outline	10%
Online quizzes:	Learning		10%

Students will complete 10 online quizzes on the assigned textbook readings. Each quiz will be accessible for one week, will contain 10 multiple choice questions, and the time frame for completing each quiz will be 10 minutes.

Outcomes 1-6

Midterm Exam

An in-class midterm exam will be held in Week 6 on Monday, Oct. 21st, 2019. The format consists of multiple-choice and a case scenario with short answer questions. The midterm exam covers course materials spanning Weeks 1 through 5 of the course (textbook chapters and lecture/large class materials).

If this date coincides with a religious holiday that you observe, please notify the instructor by Sept. 24th should you require alternate arrangements for the exam. An alternative date for those affected will be set as close as possible to the scheduled date

Learning Outcomes 1-6 Mon Oct 23rd (in class) 20%

Final Exam

A two-hour final exam will consist of multiple-choice, T/ F and a case scenario with short answer questions. The final exam covers assigned textbook chapters spanning Weeks 7 - 12 of the course, plus lecture materials spanning Weeks 1 through 12. Students are responsible for ensuring there is no scheduling conflict.

Learning Outcomes 1-6 30%

Total 100%

9. COURSE STATEMENTS

Safe Learning Environment:

To create a safe learning environment (in class, in seminars, and online) students are required to show tolerance for the viewpoints of others. Any abuse, attacks, acts of ridicule, profane language, harassment, etc. will not be tolerated.

Correspondence:

All email directed to the professor or TAs must come from an official University of Guelph email address. You will not receive a response if your email is sent from a non-university account.

Emails will be answered between Monday and Friday only, and you will receive a response within 48 hours if your email is sent from a uoguelph.ca address.

Please do not email with questions regarding course content, those must be posted in the Course Discussion Forums on CourseLink.

TAs have been instructed not to answer any emails regarding course material.

Course Website:

There is a course website at <http://courselink.uoguelph.ca>. All components of this course will be housed on the CourseLink site including this course outline, assignments, and links to further resources. Your assignments will be submitted through the Dropbox. Marks and feedback will also be released on the site. Please familiarize yourself with this website as soon as possible and visit it regularly throughout the semester.

Referencing:

All assignments submitted must follow APA 6th Edition for style, formatting and referencing.

<https://guides.lib.uoguelph.ca/APA>

Late Assignments:

- All assignments are due at the BEGINNING of the respective seminars.
- Any assignments submitted during or after seminars will be considered LATE.
- Late assignments will be accepted up to **5 days following the due date including weekends** and will receive a **penalty of 3% per day up to 5 days**, EXCEPT under documented grounds for compassionate consideration.
- Assignments submitted more than 5 days following the due date without documented grounds will receive a grade of zero.
- If you are going to submit an assignment late, you must contact the professor **in advance** of the designated due date/time to inform the professor when you will be submitting your assignment.

Receipt of Grades:

After you receive a grade on CourseLink, please review your feedback. Any inquiry about the grade must be made within one week from the date they are posted. If you fail to inquire about any grade during this time limit, changes to the grade will not be considered.

[Grades will be based on the Grading Procedures outlined in the Undergraduate Calendar.](#)

Turnitin Software:

In this course, your instructor will be using Turnitin, integrated with the CourseLink Dropbox tool, to detect possible plagiarism, unauthorized collaboration or copying as part of the ongoing efforts to maintain academic integrity at the University of Guelph. All submitted assignments will be included as source documents in the Turnitin.com reference database solely for the purpose of detecting plagiarism of such papers. Use of the Turnitin.com service is subject to the Usage Policy posted on the Turnitin.com site. A major benefit of using Turnitin is that students will be able to educate and empower themselves in preventing academic misconduct. In this course, you may screen your own

assignments through Turnitin as many times as you wish before the due date. You will be able to see and print reports that show you exactly where you have properly and improperly referenced the outside sources and materials in your assignment.

10. UNIVERSITY STATEMENTS

E-mail Communication:

As per university regulations, all students are required to check their <uoguelph.ca> e-mail account regularly: e-mail is the official route of communication between the University and its students.

When You Cannot meet a course requirement:

When you find yourself unable to meet in-course requirements due to illness or compassionate reasons, please advise the course instructor (or designated person, such as a teaching assistant) in writing with name, ID#, and email contact. [See the undergraduate calendar for information on regulations and procedures for Academic Consideration.](#)

Drop date:

Courses that are one semester long must be dropped by the end of the fortieth class day; two-semester courses must be dropped by the last day of the add period in the second semester. The regulations and procedures for [Dropping Courses](#) are available in the Undergraduate Calendar.

Copies of out-of-class assignments:

Keep paper and/or other reliable back-up copies of all out-of-class assignments: you may be asked to resubmit work at any time.

Accessibility:

The University promotes the full participation of students who experience disabilities in their academic programs. To that end, the provision of academic accommodation is a shared responsibility between the University and the student.

When accommodations are needed, the student is required to first register with Student Accessibility Services (SAS). Documentation to substantiate the existence of a disability is required, however, interim accommodations may be possible while that process is underway.

Accommodations are available for both permanent and temporary disabilities. It should be noted that common illnesses such as a cold or the flu do not constitute a disability.

Use of the SAS Exam Centre requires students to book their exams at least 7 days in advance, and not later than the 40th Class Day.

More information: www.uoguelph.ca/sas

Academic misconduct:

The University of Guelph is committed to upholding the highest standards of academic integrity and it is the responsibility of all members of the University community – faculty, staff, and students – to be aware of what constitutes academic misconduct and to do as much as possible to prevent academic offences from occurring. University of Guelph students have the responsibility of abiding by the

University's policy on academic misconduct regardless of their location of study; faculty, staff and students have the responsibility of supporting an environment that discourages misconduct. Students need to remain aware that instructors have access to and the right to use electronic and other means of detection.

Please note: Whether or not a student intended to commit academic misconduct is not relevant for a finding of guilt. Hurried or careless submission of assignments does not excuse students from responsibility for verifying the academic integrity of their work before submitting it. Students who are in any doubt as to whether an action on their part could be construed as an academic offence should consult with a faculty member or faculty advisor.

[The Academic Misconduct Policy is detailed in the Undergraduate Calendar.](#)

Recording of materials:

Presentations which are made in relation to course work—including lectures—cannot be recorded or copied without the permission of the presenter, whether the instructor, a classmate or guest lecturer. Material recorded with permission is restricted to use for that course unless further permission is granted.

Resources:

The [Academic Calendars](#) are the source of information about the University of Guelph's procedures, policies and regulations which apply to undergraduate, graduate and diploma programs.