

Correlation of *Principles of Human Services*

to Pre-PAC

Domains and Competencies *Family and Community Services*

The American Association of Family and Consumer Sciences (AAFCS) in collaboration with AAFCS members and business, industry, and education leaders developed the *Pre-Professional Assessment and Certification (Pre-PAC) Program*. AAFCS administers these standards-based assessments for pre-professionals in family and consumer sciences career areas. The background sources used in developing these assessments are driven by the industry standards with input from business and industry leaders, the NASAFACS National Standards for Family and Consumer Sciences, and the Career Clusters Initiative.

The following chart correlates the domains and competencies of the *Family and Community Services* Pre-PAC assessment with the content of ***Principles of Human Services***. For each competency, the chart lists the chapter number(s) and appendix that identify the content location.

After studying the content of this text, students will be able to achieve the following competencies:

Domain 1: Careers and Volunteer Opportunities		
Competency 1A Analyze opportunities, needs, and rewards for employment and entrepreneurial endeavors.		Text Concepts (Related Text Components)
1.A.1	Careers versus jobs	Ch. 6, 7
1.A.2	Professional organizations (i.e., names and examples, value of membership)	Ch. 4, 6
1.A.3	Influences on career choices	Ch. 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16

1.A.4	Factors to consider when volunteering	Ch. 5, 6 Lend a Hand feature activity at end of every chapter
1.A.5	Career resources	Ch. 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16
1.A.6	Examples of positions and agencies for employment	Ch. 1, 8, 9, 10, 11, 12, 13, 14, 15, 16
1.A.7	Employment trends and outlook	Ch. 1, 8, 9, 10, 11, 12, 13, 14, 15, 16
1.A.8	Entrepreneurial opportunities	Ch. 1, 13, 14, 15, 16
Competency 1B Summarize education and training requirements and the process of obtaining employment in the family and community services arena.		Text Concepts (Related Text Components)
1.B.1	Interviewing skills	Ch. 7
1.B.2	Résumé development	Ch. 7
1.B.3	Work ethic and competencies	Ch. 1, 4, 11
1.B.4	Requirements for employment	Ch. 1, 4, 6, 7, 11
1.B.5	Professional identity	Ch. 5, 11
Competency 1C Explain the roles and functions of individuals engaged in family and community services careers.		Text Concepts (Related Text Components)
1.C.1	Characteristics of productive employees	Ch. 1, 3, 4, 11, 13
1.C.2	Expectations of employees	Ch. 1, 3, 4, 11, 13
1.C.3	Confidentiality	Ch. 3, Appendix
1.C.4	Services offered by family and community service agencies	Ch. 1, 11, 13

1.C.5	Programs offered by family and community service agencies	Ch. 1, 11, 13
Domain 2: Factors Related to Family and Community Services		
Competency 2A Identify ethical and legal issues that confront human services employees.		Text Concepts (Related Text Components)
2.A.1	Code of ethics	Ch. 4, Appendix
2.A.2	Ethical behaviors and practices in the workplace	Ch. 4, 8, 12, Appendix Case Studies and Law and Ethics features in every chapter
2.A.3	Harassment	Ch. 7
2.A.4	Client relationships and interaction	Ch. 1, 2, 3, 4, 8, 9, 10, 11, 12, 13, 14, 15, 16 Case Studies in every chapter
Competency 2B Determine personal values, biases, and stereotypes.		Text Concepts (Related Text Components)
2.B.1	Value systems	Ch. 1, 2, 3, 4, 5, 7
2.B.2	Value clarification	Ch. 3, 4, 5
2.B.3	Work ethic	Ch. 4, 5
2.B.4	Prejudices, stereotypes, and biases	Ch. 4
2.B.5	Working with culturally diverse groups	Ch. 1, 4, Appendix
2.B.6	Developing cultural competence	Ch. 4
2.B.7	Ethnocentrism	Ch. 4

Competency 2C Analyze harmful, fraudulent, and deceptive human services practices.		Text Concepts (Related Text Components)
2.C.1	Better Business Bureau (BBB)	Ch. 8
2.C.2	Elder abuse and crimes against the elderly	Ch. 9
2.C.3	Consumer rights	Ch. 8
2.C.4	Consumer responsibilities	Ch. 8
2.C.5	Writing a consumer letter of complaint	Ch. 8
2.C.6	Right of refusal	Ch. 8
Competency 2D Evaluate uses of technology in human services.		Text Concepts (Related Text Components)
2.D.1	Software applications (i.e., spreadsheets, desktop publishing, word processing)	Ch. 3, 5, 12
2.D.2	Appropriate use of computers in the workplace	Ch. 3, 5, 12
2.D.3	Advantages of technology	Ch. 3, 5, 12
2.D.4	Privacy policies	Ch. 3, 12, Appendix
Competency 2E Select effective self-advocacy strategies to overcome diverse challenges facing human services professionals.		Text Concepts (Related Text Components)
2.E.1	Caregiver roles and responsibilities	Ch. 9, 10, 11, 12
2.E.2	Stress management	Ch. 4, 9
2.E.3	Role and importance of advocacy	Ch. 8, 10, 12
2.E.4	Being an effective advocate	Ch. 8, 10, 12
2.E.5	Self-care	Ch. 4, 12

Domain 3: Professional and Ethical Behaviors		
Competency 3A Identify professional and ethical collaborative relationships with colleagues, participants, and families.		Text Concepts (Related Text Components)
3.A.1	Professional code of ethics	Ch. 4
3.A.2	Personal boundaries of employees	Ch. 4, 9
3.A.3	Dual relationships	Ch. 4, 10, 11
3.A.4	Organizational charts and chain of command	Ch. 7, 8, 9, 10, 11, 12, 14, 15, 16
Competency 3B Analyze participants' strengths, needs, and interests across the lifespan through formal and informal assessment practices.		Text Concepts (Related Text Components)
3.B.1	Formal needs assessment	Ch. 8, 9, 10, 11, 12, 14, 15, 16
3.B.2	Development through the lifespan	Ch. 2, 9, 10, 11, 12, 14, 15, 16
3.B.3	Specific developmental needs of older adults	Ch. 2, 12, 14, 15, 16
3.B.4	Activities of daily living (ADL)	Ch. 4, 12
3.B.5	Assessment of client's ability to live independently	Ch. 12, 16
3.B.6	Coping with grief	Ch. 9
Competency 3C Identify culturally appropriate methods of providing services for individuals and families.		Text Concepts (Related Text Components)
3.C.1	Language barriers and preferences	Ch. 3, 4
3.C.2	Working with culturally diverse individuals and families	Ch. 1, 4, 9, 10, 11, Appendix

3.C.3	Role of empathy	Ch. 3
3.C.4	Role of tolerance	Ch. 4, 9, 10, 11
3.C.5	Stereotypes, bias, and prejudice	Ch. 4
3.C.6	Developing cultural competence	Ch. 4
3.C.7	Scapegoating	Ch. 4
Competency 3D Identify interpersonal skills needed to interact effectively with individuals and families.		Text Concepts (Related Text Components)
3.D.1	Verbal communication	Ch. 3, 4, 5, 8, 9, 10, 11, 12, 13, 14, 15, 16
3.D.2	Nonverbal communication	Ch. 3, 4, 5, 8, 9, 10, 11, 12, 13, 14, 15, 16
3.D.3	I-messages and you-messages	Ch. 3, 4, 5, 8, 9, 10, 11, 12, 13, 14, 15, 16
3.D.4	Mixed messages	Ch. 3, 4, 5, 8, 9, 10, 11, 12, 13, 14, 15, 16
3.D.5	Active listening messages	Ch. 3, 4, 5, 8, 9, 10, 11, 12, 13, 14, 15, 16
3.D.6	Assertiveness	Ch. 3, 4, 5, 8, 9, 10, 11, 12, 13, 14, 15, 16
3.D.7	Conflict resolution skills	Ch. 3, 4, 5, 8, 9, 10, 11, 12, 13, 14, 15, 16
3.D.8	Mediation and negotiation skills	Ch. 3, 4, 5, 8, 9, 10, 11, 12, 13, 14, 15, 16
Domain 4: Conditions Affecting Individuals and Families		
Competency 4A Analyze health, wellness, and safety issues of individuals and families with a variety of challenges.		Text Concepts (Related Text Components)
4.A.1	Safety rules and guidelines	Ch. 10, 13

4.A.2	OSHA	Ch. 13
4.A.3	Universal precautions	Ch. 10
4.A.4	Adequate rest	Ch. 4
4.A.5	Home fire safety plans	Ch. 10
4.A.6	Falls (i.e., potential dangers, treatment)	Ch. 10
4.A.7	Dealing with medical emergencies	Ch. 10
4.A.8	Minor burns and cuts	Ch. 10
4.A.9	Steps to prevent illness	Ch. 4
4.A.10	Disease carriers	Ch. 14
Competency 4B Explain the role of referral services needed to address selected human services issues.		Text Concepts (Related Text Components)
4.B.1	Psychiatrists	Ch. 9
4.B.2	Emergency and disaster relief services	Ch. 11
4.B.3	Referral policies and procedures	Ch. 9, 10, 11
4.B.4	Hospice programs and services	Ch. 9
4.B.5	Grief counseling and support services	Ch. 9
4.B.6	Elder care services	Ch. 9, 11, 12
4.B.7	Programs and services for the aging population	Ch. 9, 11, 12
4.B.8	Suicide	Ch. 9
4.B.9	Alcohol and drug use and abuse	Ch. 4, 9
Competency 4C Identify the tasks of daily living and assistance required for individuals and families (including shopping, banking, recordkeeping, and other services).		Text Concepts (Related Text Components)
4.C.1	Medications	Ch. 12

4.C.2	Stable home environments	Ch. 9, 10, 11, 12
4.C.3	Banking and money management practices	Ch. 2, 8
4.C.4	Shopping strategies (i.e., pricing, sales, advertising, etc.)	Ch. 8, 13
4.C.5	Moving and relocation	Ch. 2, 16
4.C.6	Activities of daily living	Ch. 10, 12, 14
4.C.7	Emergency preparedness	Ch. 10, 11
4.C.8	Self-feeding	Ch. 10, 12, 14

Domain 5: Services for Individuals and Families

Competency 5A		Text Concepts
Analyze needs and accommodations for people with a variety of challenges.		(Related Text Components)
5.A.1	Power of attorney	Ch. 9
5.A.2	Family strengths and resilience	Ch. 9, 11
5.A.3	Foster care and adoption	Ch. 11
5.A.4	Hospice	Ch. 9
5.A.5	Wills	Ch. 9
5.A.6	Funeral services (i.e., cremation, memorials, burials, etc.)	Ch. 9
5.A.7	Congregate housing	Ch. 16
5.A.8	Disability	Ch. 7, 11, 12, 15
5.A.9	Americans with Disabilities Act	Ch. 7
5.A.10	Fighting discrimination	Ch. 7
5.A.11	Domestic violence	Ch. 9
5.A.12	Wraparound care	Ch. 10

Competency 5B Explain the importance of friends, family, and community relationships.		Text Concepts (Related Text Components)
5.B.1	Social support	Ch. 4, 9, 10, 11, 12
5.B.2	Reciprocity	Ch. 1, 2, 4, 8, 9, 10, 11, 12, 13, 14, 15, 16
5.B.3	Problem solving and decision making	Ch. 1, 3, 5, 8, 9, 10, 11, 12, 13, 14, 15, 16
5.B.4	Being informed of rights	Ch. 8, 9, 10, 11, 12
5.B.5	Sources of support	Ch. 8, 9, 10, 11, 12
5.B.6	Reliable information for caregivers, family, and friends	Ch. 9, 10, 11, 12, 14, 15, 16
5.B.7	Community-based programs and services	Ch. 8, 9, 10, 11, 12, 13, 14, 15, 16
5.B.8	Social capital	Ch. 4, 9, 10, 11, 12
5.B.9	Appropriate environments	Ch. 4, 9, 10, 11, 12, 16
5.B.10	Building community relationships	Ch. 8, 9, 10, 11, 12, 13, 14, 15, 16
5.B.11	Family support	Ch. 9, 10, 11, 12
Competency 5C Critique ways to validate the participants' capabilities and right to privacy, dignity, and personal autonomy.		Text Concepts (Related Text Components)
5.C.1	Appropriate responses, behaviors, and actions with clients	Ch. 3, 4, 8, 9, 10, 11, 12, 13, 14, 15, 16
5.C.2	Achieving autonomy	Ch. 4, 10
5.C.3	Demonstrating supportive actions and behaviors	Ch. 4, 9, 10, 11, 12
5.C.4	Maintaining independence	Ch. 4, 9, 10, 11, 12
5.C.5	Mainstreaming and inclusion	Ch. 4, 10

5.C.6	Adaptive clothing	Ch. 15
5.C.7	Adaptive technology	Ch. 3, 5, 12