**Social Work Methodology 2 (with a Module on Social Work Guidelines and Procedures)**

## Prof. Elena Cabiati; Prof. Camilla Landi

Module 1: *Social Work Methodology 2* (Prof. Elena Cabiati)

***COURSE AIMS AND INTENDED LEARNING OUTCOMES***

The course aims to conceptually explore the main social work methods applied to individual situations of difficulty (so-called “case work”). The first part of the course will present main professional tools, with particular reference to counselling, assessment, social work investigation, to the team work and home visits. This section includes a workshop to analyse in depth counselling principles, techniques and skills (held by Prof. Chiara Turati)

The second part of the course is dedicated to methodological concepts to design and accompany paths of help in a relational perspective.

The second part of the course involves methodological review sessions related to case work from students’ placement experience.

At the end of course, students must be able to think methodologically about key case-level support interventions (making links between theoretical/methodological and practical aspects), as well as understanding and knowing how to use the relative social-work operational tools correctly.

***COURSE CONTENT***

1. The tools of social workers: the support interview, home visits, teamwork, the social work case and service documentation, assessment and the social-work relationship.
2. Counselling in the social work interview.
3. Existential problems and technical problems - the intersubjectivity of life problems.
4. Planning and accompanying of aid routes
5. Directivity and non-directivity in relational social work.
6. Addressing life problems and the role of the relational leader.
7. “Support” and “control” interventions.

***READING LIST***

E. Cabiati, *La visita domiciliare in tutela minorile,* Erickson, Trento, 2014.

F. Folgheraiter, *Teoria e metodologia del servizio sociale,* Franco Angeli, Milan, 1998 (pp.193-501).

M.L. Raineri, *La funzione di controllo nel servizio sociale,* 2007, Lavoro sociale*,* (article available from the lecturer’s webpage).

E. Cabiati-F. Folgheraiter, *Oltre la non direttività. Il metodo relazionale al lavoro sociale. Riflessioni sistemiche,* 2016, (article available from the lecturer's webpage).

Articles in English (students are invited to study an article of their choice):

H. Ferguson, *What social workers do in performing child protection work: evidence from research into face-to-face practice. Child & Family social work,* 2014 (article available on the lecturer's website).

A. Olaison, *Creating images of old people as home care receivers. Categorizations of needs in social work case files. Qualitative social work,* 2010 (article available on the lecturer's website)

For the Counselling Workshop:

R. Mucchielli, *Apprendere il counseling,* Erickson, Trento, 1996.

***TEACHING METHOD***

The course will combine lectures and exercises designed to improve the understanding of theoretical concepts. The course will also involve method review meetings and a workshop on counselling technique.

***ASSESSMENT METHOD AND CRITERIA***

The final exam for Methodology of Social Work 2 Module will assess students on their knowledge of lecture content, the texts on the reading list and the material published on the lecturer's webpage.

The assessment will be a written exam. The exam will include seven open-ended questions (students will receive a score equal to 0, 0.25, 0.5, 0.75, 1 depending on accuracy and completeness of each answer). The final mark will take into consideration students’ theoretical knowledge and their ability to link abstract concepts and practical/operating contexts, in light of their internship.

Students’ competences and skills acquired in the *Counselling Workshop* will be assessed through a short, written test consisting of two practical exercises on spontaneous attitudes and on the verbal re-formulation technique. The test result will be expressed on a scale of insufficient/ sufficient/ fair/ good/ excellent.

The exam mark of Social Work Methodology will also include the mark of the module on Social Work Guidelines and Procedures and the Workshop on counselling.

***NOTES AND PREREQUISITES***

Students are strongly recommended to attend two thirds of the lessons. Working students or students with other requirements may arrange a personalised syllabus with the lecturer. The module requires students to pass exams on all methodologies and on the experience-based learning of the first year (Social Work Methodology 1 and the Workshop on Social Service Guidance).

Further information can be found on the lecturer's webpage at http://docenti.unicatt.it/web/searchByName.do?language=ENG or on the Faculty notice board.

Module 2: *Social Work Procedures and Techniques* (Prof. Camilla Landi)

***COURSE AIMS AND INTENDED LEARNING OUTCOMES***

The course is designed to introduce students to basic knowledge of the most common working practices within the organisations that manage social services intended to fulfil the institutional functions of social workers and to deliver the main forms of social welfare.

In particular, it will address the operations and procedures relating to interventions designed for families and children in difficulty. At the end of the course, students will be able to:

* prove theoretical and practical knowledge of social work procedures in the field of parenthood, child protection, foster care, and adoption, and apply it in specific work contexts;
* know and apply the regulatory standards of the legal principles for child protection, and adopt the discretionary approach and reflective attitude that usually defines social workers (as indicated by the Professional order);
* assess the needs of families in difficulty, and design with them a pathway towards protection and assistance.

***COURSE CONTENT***

The course is split into six *teaching units*.

1. Interventions for difficulties related to couples, pregnancy and birth.

2. Child-protection interventions in relation to the aid process.

3. Working with Juvenile Court and judges.

4. Home care, day care centres and residential interventions.

5. Fostering.

6. Adoption.

***READING LIST***

M.L. Raineri-F. Corradini, *Linee guida e procedure di servizio sociale,* Fourth updated edition, Erickson, Trento, 2022.

During lectures, the lecturer will provide details of the chapters to be studied and the relevant regulations for the latest updates. The material covered in lectures and used in class must be studied alongside the contents of the reading list.

***TEACHING METHOD***

Frontal lectures and discussions based on the topics and the case studies examined.

***ASSESSMENT METHOD AND CRITERIA***

Written exam, consisting in 30 open-ended and closed-ended questions based on the topics explained during the course. In the open-ended questions, students can get from 0 to 1 point (namely 0, 0.25, 0.5, 0.75, 1), depending on completeness, accuracy and clarity of their answer. In the closed-ended questions (multiple choice and true/false), students can get 0 points, if the answer is wrong, or 1 point, if the answer is correct. In order to pass the exam, students will have to obtain at least 18 points.

During the exam, students will be tested not only on their theoretical knowledge of the procedures, but also on their ability to apply them properly in a specific work contexts, in light of what they did during the internship.

The final mark will be expressed in thirtieths. Then, the mark is sent to Prof. Elena Cabiati, who will convert and register it in thirtieths, also considering the marks obtained in the other modules of the ‘Social Work Methodology 2’ course.

***NOTES AND PREREQUISITES***

Students must attend at least two-thirds of the lectures. Working students may arrange a personalised syllabus with the lecturer. There are no prerequisites for attending the course, since it is an introduction to the procedures and techniques used in specific welfare areas. However, students have to pass the ‘Social Work Procedures and Techniques 1’ exam before attending this module.

Further information can be found on the lecturer's webpage at http://docenti.unicatt.it/web/searchByName.do?language=ENG or on the Faculty notice board.