Texas CTE

Practicum in Human Services

General requirements. This course is recommended for students in Grades 11 and 12. Students shall be awarded two credits for successful completion of this course. A student may repeat this course once for credit provided that the student is experiencing different aspects of the industry and demonstrating proficiency in additional and more advanced knowledge and skills. PTHS.A

A General requirements. This course is recommended for students in Grades 11 and 12. Students shall be awarded two credits for successful completion of this course. A student may repeat this course once for credit provided that the student is experiencing different aspects of the industry and demonstrating proficiency in additional and more advanced knowledge and skills. PTHS.A

Introduction PTHS.B

1 Career and technical education instruction provides content aligned with challenging academic standards and relevant technical knowledge and skills for students to further their education and succeed in current or emerging professions PTHS.B.1

2 The Human Services Career Cluster focuses on preparing individuals for employment in career pathways that relate to families and human needs such as counseling and mental health services, family and community services, personal care services, and consumer services. PTHS.B.2

3 Practicum in Human Services provides background knowledge and occupation-specific training that focuses on the development of consumer services, early childhood development and services, counseling and mental health services, and family and community-services careers. Content for Practicum in Human Services is designed to meet the occupational preparation needs and interests of students and should be based upon the knowledge and skills selected from two or more courses in a coherent sequence in the human services cluster. PTHS.B.3

4 Instruction may be delivered through school-based laboratory training or through work-based delivery arrangements such as cooperative education, mentoring, and job shadowing. PTHS.B.4

Skip to main content

5 **Students are encouraged to participate in extended learning experiences such as career and technical student organizations and other leadership or extracurricular organizations.** PTHS.B.5

6 **Statements that contain the word "including" reference content that must be mastered, while those containing the phrase "such as" are intended as possible illustrative examples.** PTHS.B.6

Knowledge and skills. PTHS.C

1 **The student demonstrates professional standards/employability skills as required by business and industry. The student is expected to:** PTHS.C.1

- a apply interpersonal communication skills in business and industry settings; PTHS.C.1.A
- b explain and recognize the value of collaboration within the workplace; PTHS.C.1.B
- c examine the importance of time management to succeed in the workforce; PTHS.C.1.C
- d identify work ethics/professionalism in a job setting; PTHS.C.1.D
- e develop problem-solving and critical-thinking skills. PTHS.C.1.E

2 **The student analyzes career paths within the human services industries. The student is expected to:** PTHS.C.2

- a review careers within the Human Services Career Cluster; PTHS.C.2.A
- b complete a resume; PTHS.C.2.B
- c create, maintain, and present an employment portfolio with content such as licensures or certifications, samples of work, and evaluation from a supervisor for use during practicum experience in human services careers; PTHS.C.2.
- d demonstrate appropriate interviewing skills to seek employment or job shadowing experiences; PTHS.C.2.
- e analyze the effects of the human services industry on local, state, national, and global economies; PTHS.C.2.E

3 **The student uses oral and written communication skills and solves problems using criticalthinking skills. The student is expected to:** PTHS.C.3

- f analyze the role of professional organizations in human-services professions. PTHS.C.2.F
- a practice effective verbal, nonverbal, written, and electronic communication skills; PTHS.C.3.A
- b use effective communication skills such as ability to empathize, motivate, listen attentively, and speak courteously and respectfully when working with clients; PTHS.C.3.B
- c apply appropriate customer service techniques to complete transactions; PTHS.C.3.C

Skip to main content

d investigate client resources and risk tolerance levels such as evaluating client resources versus cost, educating client about most beneficial choices, and recommending best products, plans, or services for the client; PTHS.C.3.D

e consult with supervisor when needed to expedite solutions to client problems PTHS.C.3.E

4 The student uses business tools or procedures to create human services information and facilitate client interactions. The student is expected to: PTHS.C.4

a evaluate numerical information and perform complex calculations accurately; PTHS.C.4.A

b use appropriate electronic resources to access current information; PTHS.C.4.B

c use word-processing, database, spreadsheet, or presentation software to accurately prepare needed documents; PTHS.C.4.C

d discuss and practice appropriate workplace communication etiquette. PTHS.C.4.D

5 The student identifies how organizational systems affect performance and the quality of products and services. The student is expected to: PTHS.C.5

a examine global factors that affect the performance and quality of products and services in the industry; PTHS.C.5.A

b apply principles of planning, design, development, and evaluation to accomplish long range goals; PTHS.C.5.B

c implement quality-control systems and practices that ensure quality products and services. PTHS.C.5.C

6 The student determines a healthy environment that inspires client confidence in services provided. The student is expected to: PTHS.C.6

a identify appropriate locations to safely offer human services; PTHS.C.6.A

b examine a functional work environment, equipment needs, and required utilities for offering human services; PTHS.C.6.B

c describe elements of a non-threatening workplace environment; PTHS.C.6.

d identify appropriate social skills necessary for interacting with a diverse population; PTHS.C.6.D

e discuss and employ procedures necessary to provide emergency aid for workplace accidents; PTHS.C.6.E

f explore components of a disaster and emergency response plan and use when directed. PTHS.C.6.F

7 The student uses leadership and teamwork skills in collaborating with others. The student is expected to: PTHS.C.7

a collaborate with others to accomplish organizational goals and objectives; PTHS.C.7.

Skip to main content

b establish and maintain working relationships with all levels of personnel; PTHS.C.7.B

c propose organizational priorities to ensure quality. PTHS.C.7.C

8 **The student describes and observes ethical and legal responsibilities associated with providing human services. The student is expected to:** PTHS.C.8

a investigate situations requiring client advocacy and advocate when necessary; PTHS.C.8.A

b describe and practice ethical behaviors when working with human services clients; PTHS.C.8.B

c comply with laws and regulations related to retail, governmental, or private services. PTHS.C.8.C

9 **The student selects and uses appropriate business procedures and equipment to produce satisfying client outcomes and business success. The student is expected to:** PTHS.C.9

a manage funds using appropriate technology; PTHS.C.9.A

b place orders for customers and supplies using sound business practices; PTHS.C.9.B

c respond to client questions appropriately; PTHS.C.9.C

d advise clients using appropriate and relevant information. PTHS.C.9.D