

**DRAFT\_Guidelines for Determining Human Services Field  
For Children’s Habilitation Intervention Services – School-Based Services**

**IDAPA 16.03.09.850.06.** Human Services Field. A diverse field that is focused on improving the quality of life for individuals. Areas of academic study include, but are not limited to, sociology, special education, counseling, and psychology or other areas of academic study as referenced in the Medicaid Provider Handbook.

If an individual has one of the following bachelor’s degrees, they meet the minimum degree requirements for Habilitative Skill Technician (16.03.09.855.04.a) or Intervention Specialist (16.03.09.855.01.b.iii). A copy of the staff’s diploma must be maintained on file.

**Human Services Degrees:**

Human Service	Family Relations/Family and Child Services
Counseling (General, MH, Vocational, Pastoral, Rehabilitation) and Guidance	Psychology
Nursing	Education/Special Education
Sociology	Child Development/Human Development
Social Work	Therapeutic Recreation
Marriage and Family Therapy	Occupational Therapy
Physical Therapy	Speech Language Pathology/Communication Disorders
Art Therapy, Dance Therapy, Music Therapy	Behavioral Sciences/ABA

If an individual’s bachelor’s degree is not listed above their transcript can be reviewed to determine if it contains human services coursework that meets the requirement as outlined in IDAPA 16.03.09.855.04.a or 16.03.09.855.01.b.iii.

The transcript must contain at least 24 semester credits, or equivalent (quarter credit/trimester, etc.), in a human services area, listed above or in the following areas. These classes must be 200 level or higher.

Child Abuse	Case Management	Conflict Management
Drugs, Alcohol/Addiction	Client and Special Populations	Cultural Diversity
Health Care to Public	Ethics	Crisis Intervention

## DRAFT Worksheet to Determine Human Services Coursework – School-Based Services

This worksheet is intended to be used for staff whose bachelor's degree is not in an identified human services field as identified in the Medicaid Provider Handbook.

The transcript must contain at least 24 semester credits, or equivalent (quarter credit/trimester, etc.), in a human services area. These classes must be 200 level or higher.

**Instructions:** To complete this worksheet, review the applicant's transcript to identify coursework that is applicable to the human services categories below. For example, if the applicant's transcript states they have taken PSY 305 Applied Psychology, this course should be documented below under "Psychology".

If the area of study and course title do not identify the content of the course was in a human services area, the University's course catalog must validate the content meets the minimum requirement before it can be listed below. This documentation must be retained in the staff's file.

Applicant Name:

Date of Review:

Degree: University:	Credits
Counseling (General, Mental Health, Vocational, and Pastoral), Guidance/ Marriage and Family Therapy	
Behavioral Sciences/ABA/Psychology	
Child Development/Human Development	
Sociology	
Education, Special Education	
Social Work	
Therapeutic Courses (Art Therapy/Dance Therapy/ Music Therapy, Therapeutic Recreation)	
Family Relations/ Family Child Services/ Child Abuse, Case Management, Conflict	
Crisis Intervention, Drugs, Alcohol/Addiction	
Client and Special Populations/Cultural Diversity/Ethics	
Nursing/ Health Care to Public/Communication Disorders (PT, OT, SLP)	
Other	
Total Credits:	