

# Child Maltreatment & Family Violence Certificate Program

[www.calstatela.edu/academic/hhs/cafvi](http://www.calstatela.edu/academic/hhs/cafvi)

**California State University, Los Angeles**  
5151 State University Drive. Office: KH-Basement, 109B  
Los Angeles, CA. 90032

Dr. Rakel Delevi, Program Director

**Office: (323) 343-4696**

Offered by the School of Health and Human Services since 1990, this certificate program provides individuals from various disciplines in depth knowledge and hands on field experience in the area of child abuse and domestic violence. For students who want to work with this population, this certificate provides a great opportunity to qualify for career paths in which multidisciplinary training is required or essential.

## **INTERDISCIPLINARY CERTIFICATE IN CHILD MALTREATMENT AND FAMILY VIOLENCE - 15 UNITS**

The certificate requires **15 units** of upper division course work, including **9 units of required courses, 3 units of electives, and 3 units of field experience**. Please plan your schedule to include the required classes. Other courses do not provide the same content so substitutions will be considered only in rare circumstances. Students must earn a **minimum 'C'** in each class to qualify for the certificate. Admission to the program requires upper division standing (completion of 90 semester units), formal application and acceptance to the university, application to the certificate program, and approval by the program director.

### **REQUIRED COURSES (9 units)**

<b>Course Name</b>	<b>Course Title</b>	<b>Units</b>
CHDV 4120	Issues in Child Abuse, Neglect, and Family Violence	3
COMD 3190	Communicating with Abused Children and Violent Families	3
SW 4560	Multidisciplinary Teams, Child Maltreatment and Family Violence	3

### **FIELD EXPERIENCE (3 units)**

<b>HHS 4950</b> Field Work in Health and Human Services  ( <b>SW 4951</b> or <b>COUN 4950</b> also qualifies. Please see inside for more information.)	Contact our office via email for the fieldwork syllabus. Students may take 1, 2, or 3 units in one semester. Each unit requires 40 hours, a total of 120* hours for 3 units. Register under Dr. <b>Rakel Delevi</b> for the number of units to be taken.  *effective Fall 2018	1 2 3  (units)
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## **SOCIAL WORK MAJORS and REHABILITATION MAJORS (ONLY)**

If your SW or Rehabilitation internship is conducted at a qualifying agency, we can count the 120 hours from SW 4951 or COUN 4950 in place of HHS 4950.

### What is a qualifying agency?

1. You do at least 120 hours at an agency related to child abuse, neglect, or family violence
2. Supervisor has agreed to give you cases in these content areas (mentioned in #1)
3. Provide a copy of a passing evaluation signed by supervisor showing 120 hours completed, plus 1 page paper describing the amount of time and activities at the placement devoted to these content areas and how that relates to the aim of the certificate program.

## **SUGGESTED ELECTIVES (Minimum 3 units with the approval of your major advisor)**

<b>COURSE NAME</b>	<b>COURSE TITLE</b>	<b>UNITS</b>
CHDV 4300	Parent Child Development Over the Family Life Cycle	3
CHDV 4700	The Family and the Law	3
COMD 4575	Victimology in Child Abuse and Family Violence	3
COUN 4006	Introduction to Behavioral Counseling	3
COUN 4030	Child Maltreatment and Domestic Violence	3
COUN 4600	Laws Related to Child and Family	3
CRIM 3090	Juvenile Justice	3
CRIM 4020	Substance Use and Crime	3
CRIM 4700	Women and Crime	3
NURS 4700	Community/Public Health Nursing	3
NURS 3550	Strategies for Preventing and Intervening in Family Violence and Abuse	3
PH 4220	Vulnerable Populations	3
PH 4230	Sexuality and Sexual Health	3
PSY 4030	Child Maltreatment and Domestic Violence	3
PSY 4120A	Psychology of Human Development: Infancy and Childhood	3
PSY 4120B	Psychology of Human Development: Adolescence and Young Adulthood	3
PSY 4260	Family Therapy Dynamics and Perspectives	3
PSY 4640	Psychology and the Law	
SOC 3830	Violence and Society	3
SOC 4210	Social Sources of Human Sexuality	3
SOC 4400	Partnership, Marriage, and the Family	3
SOC 4430	Social Policy, Inequity and Non-Traditional Families	3
SOC 4850	Domestic Violence	3
SW 3550	Strategies for Preventing and Intervening in Family Violence and Abuse	3
SW 3761	Child Welfare	3

**HHS 4950  
(SUMMER INTERNSHIP)**

- If you want to do fieldwork in the summer make sure you let the office know in Spring semester. You must register as being in the class before you start in the previous Spring semester for HHS 4950 under the instructor of Dr. Rakel Delevi. You also need to register at the EPIC office. **You cannot register for HHS 4950 in the summer semester, so you must register in the Spring semester prior to the summer in which you want to do the field experience.**
- There are circumstances under which some SW students can get credit for the hours they do for SW 4951 (See page 2 of this application and HHS 4950 syllabus for more information).
- If you register after the deadline for Spring semester, you need to fill out a LATE ADD FORM (can be picked up at Admin 409), first have it signed by the Instructor (Dr. Rakel Delevi) then sent to the Dean's Office in Health and Human Services (Fine Arts 130). However, there are some deadlines beyond which, you cannot use this process. Please do not rely on it as a first option.
- You also need to sign an INCOMPLETE GRADE AGREEMENT. This signifies that a portion of required course work has not been completed and evaluated in the prescribed time period due to unforeseen but fully justified reasons, and that there is still possibility of earning credit. It is the **student's responsibility** to bring pertinent information to the instructor (Dr. Rakel Delevi) and to reach agreement on the means by which the remaining course requirements will be satisfied.

A final grade is assigned when the work has been completed and evaluated. An Incomplete that is not removed within the time period allowed will appear on the student's permanent academic record as an "Incomplete Charged" and will be counted as an F in grade point average calculations. An Incomplete that is not removed before the degree is awarded will be charged as an F in the grade point average calculations. Upon expiration of an Incomplete grade, the student's permanent academic record will be modified to reflect the number of units attempted and zero units earned.

For more detailed information on INCOMPLETE GRADE AGREEMENT visit:  
<http://www.calstatela.edu/academicenate/handbook/ch5#incomplete>

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**ADVISEMENT INFORMATION**

**CERTIFICATE FIELDWORK**

**Health and Human Services (HHS) 4950:** Directed Fieldwork in Child Abuse & Family Violence Fieldwork.

All CMFV Certificate candidates are required to complete 3 units of HHS 4950 (120 hours).

- Do not register for HHS 4950: Directed Fieldwork in Child Abuse and Family Violence until you have consulted with the office staff. You must inform the office prior to the semester in which you intend to do your fieldwork and register for HHS 4950. First obtain and read the HHS 4950 syllabus. We can email it to you. Your Cover Letter and Student Information Form (explained in the syllabus) should be (preferably) emailed to us. We then send them to the agency representative. **If you are not called within 1 week, you must let us know.**

California State University, Los Angeles  
School of Health and Human Services

**APPLICATION FOR THE  
CERTIFICATE PROGRAM IN CHILD ABUSE AND FAMILY VIOLENCE**

Office: (323) 343-4696

Fax: (323) 343-5616

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Cell Phone # \_\_\_\_\_ Home# \_\_\_\_\_ Work# \_\_\_\_\_  
E-mail Address: \_\_\_\_\_  
Alternative email: \_\_\_\_\_  
CIN # \_\_\_\_\_

**PLEASE ATTACH A PHOTOGRAPH** of yourself along with your completed application and be sure to sign the application. You only need to submit pages 4, 5 and, 6 of this application. Submit application to CAFVI office in KH 109B. If the office is closed, you may submit it under the office door in a sealed envelope. If submitting the application electronically, please include a digital/electronic photo attachment of yourself. By typing your name on the last page of this application will signify that the information is true and completed to the best of your knowledge.

Status at CSULA:

- New (Bachelor's degree objective), State University Enrolled
- Continuing (Bachelor's degree objective), State University Enrolled
- Continuing Education (Open University)
- Post Baccalaureate, State University Enrolled
- Graduate, State University Enrolled

GPA for all college/ university work \_\_\_\_\_  
Major \_\_\_\_\_  
Minor \_\_\_\_\_

Colleges/Universities Attended

Institution	City & State	Dates (Attended)	Units (Completed)	Major	Degree (Received)	Year
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Certificate Program Courses Taken

Course Number and Title	Institution	Year Taken	Semester	Units	Grade
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Present Employment

Employer	Job Title	Duties	Dates of Employment
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Child Maltreatment-Related Employment

Employer	Job Title	Duties	Dates of Employment
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Please indicate why you are pursuing the certificate program in Child Maltreatment and Family Violence.

- Related to career interests
- Related to current employment
- Related to perspective employment
- Upward mobility in current employment
- General interest
- Other \_\_\_\_\_

**OFFICE USE ONLY:**

**Advisor Comments:**

Recommendation:  Approve  Disapprove  Approval Deferred

Advisor Signature \_\_\_\_\_ Date \_\_\_\_\_

## CHILD ABUSE AND FAMILY VIOLENCE INSTITUTE VOLUNTEER APPLICATION

### NAME

First	Middle	Last	A.K.A
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### ADDRESS

Number	Street	City	ZIP	Home Phone	Cell Phone
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### FORMER ADDRESS (if at present address less than three years)

### Marital Status

Number	Street	City	ZIP	<input type="checkbox"/> Single <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/> Married <input type="checkbox"/> Widowed
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### OTHERS IN HOUSEHOLD

Name	Relationship	Age

### IN CASE OF EMERGENCY CALL

Name: First	Middle	Last	Relationship		
Address: Number	Street	City	ZIP	Home Phone	Business Phone
Doctor/Physician Name			Telephone Number		

### CII CLEARANCE

Maiden Name	Sex	Race	Height	Weight	Hair Color	Eye Color
Birthdate	Age	Birthplace		Birthmarks or Scars		
Are you a citizen of the United States?						
<input type="checkbox"/> Yes			<input type="checkbox"/> No			
Do you have a misdemeanor or felony charge pending?				<input type="checkbox"/> Yes		<input type="checkbox"/> No
If yes, explain: _____						

<b>To be filled out by Office Staff only:</b>	Approved	Disapproved
Date: _____	_____ Signature <b>Executive Director,</b> <b>Child Abuse and Family Violence Institute</b>	

# CHILD ABUSE & FAMILY VIOLENCE INSTITUTE

## VOLUNTEER APPLICATION

### CII CLEARANCE-CONTINUED

HAVE YOU EVER BEEN CONVICTED, FINED, PLACED ON PROBATION, OR GIVEN A SUSPENDED SENTENCE IN ANY COURT? ( ) YES ( ) NO (SDF) If yes, please explain: _____ _____ _____		
<b>AUTOMOBILE</b> DRIVER'S LICENSE OR CA I.D. #: _____ EXPIRATION DAY _____ HAS YOUR LICENSE EVER BEEN SUSPENDED? ( ) YES ( ) NO  If yes, please explain: _____ _____		
DO YOU OWN A CAR? ( ) YES ( ) NO CAR LICENSE # _____ MAKE OF AUTO _____ YEAR OF AUTO _____		
CURRENTLY ENROLLED IN CSULA? ( ) YES ( ) NO		
<b>Other Colleges/Universities/Vocational Schools?</b> If so, please list: NAME OF SCHOOL MAJOR DEGREE(S) HIGHEST GRADE COMPLETED DATE OF DIPLOMA _____ _____ _____ _____		
Expected graduation: SEMESTER: _____ YEAR: _____		
<b>NOTE:</b> You must plan to complete the Certificate <b>before or at the same time</b> you complete the requirements for your Bachelor's Degree		
YR. (CURRENT OR COMPLETED) ( ) FR. ( ) SOPH. ( ) JR. ( ) SR. ( ) GRAD.		

My signature or alternately, typing my name below, indicates that all of the above information is true and complete to the best of my knowledge. I understand that failure to have supplied complete and accurate information could mean disqualification.	
<b>Student signature</b>	<b>Date of submission</b>