

Subject card

Subject name and code	Social policy and social insurance law system - lecture, PG_00135812						
Field of study	Administration						
Date of commencement of studies	October 2024	Academic year of realisation of subject			2024/2025		
Education level	Master's studies	Subject group			Obligatory subject group in the field of study		
Mode of study	full-time studies	Mode of delivery			at the university		
Year of study	1	Language of instruction			Polish no comments		
Semester of study	2	ECTS credits			3.0		
Learning profile	academic	Assessment form					
Conducting unit	Faculty of Law and Administration -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Marek Benio				
	Teachers		dr hab. Marcin Zieleniecki				
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	45.0	0.0	0.0	0.0	0.0	45
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	45		0.0		30.0	75
Subject objectives	The aim of the course "Social Policy and Social Insurance System" is to introduce students to the fundamental concepts of social policy and the functioning of social security systems in different countries, with a particular focus on Poland. Students will gain knowledge about the instruments and mechanisms of social policy, the principles of the social insurance system, and its role in providing social protection. The course also aims to develop students' ability to analyze and evaluate the solutions used in social policy and their impact on different social groups.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ADMINMU2_KK01] The graduate prepares responsibly for his/her work, is able to set priorities at work and plan work properly	<p>The student is able to identify key challenges in the field of social policy and the social insurance system and determine their priority significance for different social groups.</p> <p>The student is able to effectively plan and organize work related to the analysis and evaluation of social policy and the social security system.</p> <p>The student demonstrates responsibility and reliability in developing conclusions and recommendations concerning social policy and the social insurance system.</p>	[SK1] oral statement/conversation/discussion [SK4] test/exam - oral or written
	[ADMINMU2_UU01] He/she has deeper awareness of the level of own knowledge and skills, and understands the need for lifelong learning and is able to plan and implement it	<p>The student is able to critically assess their knowledge and skills in the field of social policy and the social insurance system and identify areas requiring further development.</p> <p>The student develops the ability to learn independently, keeping track of changes in legal regulations, social policy instruments, and the functioning of the social security system.</p> <p>The student is able to set professional development goals in the context of challenges and trends in social policy and the social insurance system and systematically pursue them.</p>	[SU1] oral statement/conversation/discussion [SU5] implementation of a problem task
	[ADMINMU2_KK02] He/she critically assesses his/her knowledge in the field of law, including administrative law	<p>he student is able to critically assess their knowledge of legal regulations related to social policy and the social insurance system, as well as their practical application.</p> <p>The student analyzes administrative law provisions in the context of their impact on the implementation of social policy and the functioning of the social security system.</p> <p>The student recognizes the limitations and challenges of existing legal regulations in the field of social policy and the social insurance system and can formulate proposals for their improvement.</p>	[SK1] oral statement/conversation/discussion [SK4] test/exam - oral or written
	[ADMINMU2_UK03] He/she can debate over important problems related to the creation and application of law within administration	<p>The student is able to conduct a substantive debate on key challenges in social policy and the functioning of the social insurance system, basing their arguments on legal and administrative knowledge.</p> <p>The student can analyze and critically evaluate different perspectives on the creation and application of law in the field of social policy and the social security system.</p> <p>The student is able to effectively argue and defend their position in discussions on legal regulations and their impact on achieving social policy objectives.</p>	[SU1] oral statement/conversation/discussion [SK4] test/exam - oral or written

	Course outcome	Subject outcome	Method of verification
	<p>[ADMINMU2_WK01] He/she knows and understands the most important dilemmas brought about by the development of civilization within the legal and administrative sciences</p>	<p>The student knows and understands key dilemmas related to civilizational development in the context of social policy and the social insurance system, including their impact on social and administrative law.</p> <p>The student can analyze challenges arising from demographic, technological, and economic changes for the social security system and social policy.</p> <p>The student understands conflicts of values and interests related to the development of social support systems and their adaptation to changing socio-economic conditions.</p>	<p>[SW4] test/exam - oral or written [SW1] oral statement/ conversation/discussion</p>
	<p>[ADMINMU2_UO01] He/she can create efficient team and manage the team's activities within broadly understood administration</p>	<p>The student is able to organize and coordinate the work of a team engaged in analyzing and implementing solutions in the field of social policy and the social insurance system.</p> <p>The student effectively manages a team in the decision-making process related to the implementation of administrative activities in social policy.</p> <p>The student can motivate team members and resolve conflicts, ensuring effective collaboration in carrying out tasks in public administration and institutions responsible for social security.</p>	<p>[SU1] oral statement/conversation/discussion [SU8] observation of student's independent or team work</p>
	<p>[ADMINMU2_UO02] The graduate is ready to actively participate in groups, organizations and institutions implementing professional administrative activities and to play a leading role in them, at the same time he/she is able to communicate with people who are and who are not specialists in administration</p>	<p>The student is able to actively participate in team work, collaborating within a group engaged in the implementation of social policy and public administration.</p> <p>The student demonstrates the ability to take on a leadership role in a team, managing tasks related to the creation and implementation of solutions in the field of social policy and social insurance.</p> <p>The student is able to communicate effectively with different audiences, both with individuals who have specialized knowledge in administration and those who are outside this field.</p>	<p>[SU4] test/exam - oral or written [SU8] observation of student's independent or team work</p>
	<p>[ADMINMU2_KO02] The graduate is aware of the need to expand competences and professional qualifications, as well as to improve skills, he/she is able to set the directions of own development and education independently at extended and deepened level</p>	<p>The student is aware of the need for continuous professional development in the areas of social policy, social insurance, and administrative law, understanding the importance of expanding competencies in this field.</p> <p>The student is able to independently determine the direction of their professional development, including identifying areas that require further knowledge and skills enhancement in social policy and the social security system.</p> <p>The student actively seeks to improve their competencies by participating in courses, training, and other forms of education, including those that provide specialized knowledge in public administration.</p>	<p>[SK1] oral statement/conversation/discussion [SK8] observation of student's independent or team work</p>

	Course outcome	Subject outcome	Method of verification
	<p>[ADMINMU2_KO03] He/she is aware of the need to take actions that will protect the public interest and the rightful interests of the individual</p>	<p>The student understands the importance of protecting the public interest and is able to analyze cases where the public interest and individual rights may be in conflict.</p> <p>The student is able to formulate proposals for administrative actions that balance the protection of social interests and the individual rights of citizens, particularly in the context of social policy and the social insurance system.</p> <p>The student is aware of the role of public administration in ensuring a balance between the public interest and the individual needs of citizens, safeguarding the principles of social justice.</p>	<p>[SK1] oral statement/conversation/discussion [SK5] implementation of a problem task</p>
	<p>[ADMINMU2_KR01] He/she is convinced of the importance of ethical and professional behavior, and acts in accordance with the principles of ethics</p>	<p>The student is aware of the importance of ethical conduct in administrative work, especially when making decisions related to social policy and the social insurance system.</p> <p>The student is able to apply professional ethics principles in their activities, making decisions that align with values such as honesty, reliability, respect for others, and social justice.</p> <p>The student demonstrates a readiness to act according to high ethical standards, ensuring integrity in administrative processes and accountability for decisions and their impact on society.</p>	<p>[SK1] oral statement/conversation/discussion [SK8] observation of student's independent or team work</p>
	<p>[ADMINMU2_WK02] He/she has ordered knowledge of the rules and norms prevailing in administrative structures and institutions, such as: ethical, moral, legal, organizational and professional norms</p>	<p>The student has organized knowledge of ethical, moral, and legal norms that apply within administrative structures and understands their impact on the functioning of public institutions.</p> <p>The student is familiar with organizational and professional principles that shape the daily work of public administration, particularly in the context of implementing social policy and the social insurance system.</p> <p>The student is able to apply knowledge of norms and principles in daily administrative work, ensuring compliance with applicable regulations and contributing to the proper functioning of public institutions.</p>	<p>[SW4] test/exam - oral or written</p>

	Course outcome	Subject outcome	Method of verification
	<p>[ADMINMU2_UW02] The graduate can use and integrate theoretical knowledge in the field of law, including administrative law and related scientific disciplines in order to analyze, synthesize and interpret complex problems related to broadly understood administration</p>	<p>The student is able to apply theoretical knowledge of administrative law and other related academic disciplines to analyze and resolve problems related to social policy and the social insurance system.</p> <p>The student is able to integrate knowledge from various areas of law and social sciences, synthesizing and interpreting complex administrative issues and their impact on social security systems.</p> <p>The student can analyze complex administrative problems, using appropriate theoretical and practical tools to formulate effective solutions in the field of social policy and the social insurance system.</p>	<p>[SU1] oral statement/conversation/discussion [SU4] test/exam - oral or written</p>
	<p>[ADMINMU2_WG02] He/she has in-depth knowledge of the subject of regulation of individual branches of law</p>	<p>The student has advanced knowledge of legal regulations related to social policy, including provisions of civil, administrative, labor, and social insurance law, and their interconnections.</p> <p>The student understands the complexity and specificity of legal regulations related to the social security system and social policy, including their role in ensuring social justice and equality among citizens.</p> <p>The student is able to analyze the impact of legal regulations from different branches of law on the practical functioning of social policy and social insurance systems, including addressing administrative and social issues.</p>	<p>[SW4] test/exam - oral or written</p>
	<p>[ADMINMU2_WG04] He/she has in-depth knowledge of the current relations between structures and institutions of public administration</p>	<p>The student has advanced knowledge of the structural and functional relationships between various public administration institutions, especially in the context of social policy and the social insurance system.</p> <p>The student understands how cooperation and interaction between administrative institutions influence the effectiveness of implementing social policy and addressing social issues, such as poverty, unemployment, or social exclusion.</p> <p>The student is able to assess changes in relationships between administrative structures and their impact on the implementation of public administration tasks in the field of social policy, including collaboration between the government, local authorities, and non-governmental organizations.</p>	<p>[SW4] test/exam - oral or written [SW5] implementation of a problem task</p>

	Course outcome	Subject outcome	Method of verification
	<p>[ADMINMU2_WK05] He/she has in-depth knowledge of the principles of establishing and developing the basic principles for individual entrepreneurship</p>	<p>The student has advanced knowledge of the principles of creating and developing basic forms of individual entrepreneurship in the context of social policy and the social insurance system.</p> <p>The student understands the role of individual entrepreneurship in creating new jobs and in socio-economic development, including the integration of individuals at risk of social exclusion.</p> <p>The student is able to analyze the legal and administrative aspects related to the creation and development of individual entrepreneurship, including public support systems for entrepreneurs.</p>	<p>[SW4] test/exam - oral or written [SW5] implementation of a problem task</p>
	<p>[ADMINMU2_UW01] He/she has in-depth observation and interpretation skills of social phenomena, analyzes their connections with various areas of administrative activities</p>	<p>The student has advanced skills in observing and interpreting social phenomena, understanding their impact on shaping social policy and the functioning of the social insurance system.</p> <p>The student is able to analyze the connections between social phenomena and administrative activities, including areas such as employment policy, social assistance, and the integration of individuals at risk of social exclusion.</p> <p>The student is able to draw conclusions based on the analysis of social phenomena and their impact on public administration, identifying challenges and proposing solutions in the field of social policy.</p>	<p>[SU1] oral statement/conversation/discussion [SU5] implementation of a problem task</p>
	<p>[ADMINMU2_WG05] The graduate knows the latest methods and tools, including techniques of obtaining data and information, appropriate for the direction of administration and related areas</p>	<p>The student understands the fundamental principles of social policy, its objectives, instruments, and impact on society and the economy.</p> <p>The student understands the principles of the social insurance system, its role in social policy, as well as the mechanisms of financing and benefit distribution.</p> <p>The student is able to analyze legal regulations and social policy strategies, assess their effectiveness, and formulate recommendations for the development of the social security system.</p>	<p>[SW4] test/exam - oral or written [SW5] implementation of a problem task</p>

	Course outcome	Subject outcome	Method of verification
	<p>[ADMINMU2_WG03] He/she has systematic knowledge of the types of social bonds, their evolution and the regularities that govern them</p>	<p>The student has organized knowledge about types of social bonds and understands their evolution, including relationships between individuals, social groups, and institutions in the context of social policy and the social insurance system.</p> <p>The student is able to analyze the regularities governing social bonds and their impact on shaping social policy, including processes of social integration and the integration of people in difficult life situations.</p> <p>The student is able to understand and assess how social changes influence the transformation of social bonds and the functioning of the social security system in the context of changing socio-economic conditions.</p>	<p>[SW4] test/exam - oral or written</p>
	<p>[ADMINMU2_UW04] He/she can assess the usefulness of typical procedures and good practices for the implementation of complex tasks related to various spheres related to administration</p>	<p>The student is able to assess the applicability of typical administrative procedures and best practices in the context of implementing complex tasks related to social policy and the social insurance system.</p> <p>The student can analyze procedures and practices in public administration, including their effectiveness in managing the social security system and addressing social issues.</p> <p>The student is able to match appropriate procedures and practices to the specific requirements of complex administrative tasks in the field of social policy, considering the changing social and economic needs.</p>	<p>[SU1] oral statement/conversation/discussion [SU6] demonstration of practical skills</p>

Subject contents

Basic concepts

- Definition and objectives of social policy
- Origin and definition of social security
- Social security as a term in legal language
- Social security in international agreements
- Social security law vs. social law terminology used in different legal systems
- Social security in Polish legal language
- The right to social security in the Constitution of the Republic of Poland

Forms of Social Security Social Insurance

- Origin of social insurance
- Categorical characteristics of the Bismarckian model: universality, compulsory nature, contributory financing, principle of reciprocity modified by social solidarity, subjective nature of entitlement, formality, and standardization of benefits

Social Provision

- Origin of social provision
- Categorical characteristics: budget-based financing, risk burden shared by society, subjective nature of entitlement, formality, and standardization of benefits

Social Assistance

- Origin of social assistance
- Categorical characteristics: budget-based financing, subsidiarity of benefits, means-tested eligibility, benefits set at the subsistence level
- The issue of other forms of social security

Coverage under Social Insurance

- Division of the social insurance system into branches and types
- Subjective scope of social insurance
- Mandatory pension and disability insurance
- Voluntary and continued pension and disability insurance
- Overlapping insurance titles
- Mandatory sickness insurance and voluntary sickness insurance
- Mandatory accident insurance
- Mechanisms of coverage: automatic inclusion, application-based inclusion
- Obligation to register for insurance

Financing Social Insurance

- Contribution obligation
- Social insurance contribution rates
- Contribution assessment base
- Contribution financing and payment
- Consequences of failure to pay contributions
- Social Insurance Fund, Demographic Reserve Fund, and Bridge Pension Fund
- Open pension funds

Administration of the Social Insurance System

- Social Insurance Institution (ZUS): legal status, organizational structure, scope of activities
- Rights and duties of ZUS authorities in individual cases: account and register management, contribution and benefit settlements, reimbursement of undue benefits, consequences of delayed benefit payments, inspection rights of ZUS auditors
- Social insurance proceedings
- Universal Pension Companies (PTE) and Lifetime Pension Institutions

Pension Benefits

- Eligibility for pensions
- Pensions for those born before January 1, 1949 (retirement age, insurance period, early retirement)
- Pensions for those born after December 31, 1948 (retirement age, special regulations for those born between 1949 and 1969)
- Amount of pension benefits
- Calculation of pensions: base amount, contributory and non-contributory periods, recorded contributions, and initial capital
- Principles of indexation and minimum pension amounts

Overlapping Entitlements, Suspension, and Reduction of Benefits

- Changes in pension entitlement and amounts
- Capital-funded pensions and bridge pensions

Disability Pensions and Other Benefits

- Disability pension: eligibility criteria, required contributory and non-contributory periods, disability assessment

	<ul style="list-style-type: none"> Types of disability pensions, training pensions, survivors' pensions Funeral allowance and additional benefits <p>Occupational Accident and Disease Insurance Benefits</p> <ul style="list-style-type: none"> Definition of work-related accidents and occupational diseases Benefit entitlements, compensation benefits, and eligibility loss conditions Contribution rate differentiation for accident insurance <p>Sickness Insurance Benefits</p> <ul style="list-style-type: none"> Sickness allowance: eligibility, amount, and duration Rehabilitation benefit, compensatory allowance, maternity allowance, and caregiving allowance <p>Farmers' Social Insurance</p> <ul style="list-style-type: none"> Coverage, mandatory and voluntary insurance Contributions and benefit entitlements Organization of agricultural insurance <p>Universal Health Insurance</p> <ul style="list-style-type: none"> Scope and obligation of health insurance Contribution rates and financing Health care benefits, entitlement documents, service provision rules National Health Fund (NFZ): organizational structure and responsibilities <p>Family Benefits</p> <ul style="list-style-type: none"> Family allowance: eligibility based on income, eligible recipients, amount, and supplementary allowances Supplementary benefits for childbirth, parental leave, single parenthood, and child education Childcare benefits, nursing benefits, and their administration <p>Unemployment Protection</p> <ul style="list-style-type: none"> Unemployment benefits: eligibility, duration, and amount Activation and training allowances, stipends for education, internships, and retraining Pre-retirement benefits and financing of unemployment protection <p>Special Social Security Systems</p> <ul style="list-style-type: none"> Pension and disability benefits for military personnel and uniformed services Compensation for service-related accidents and illnesses Social security for war and military invalids, veterans, judges, and prosecutors <p>Principles of the Social Assistance System</p> <ul style="list-style-type: none"> Objectives and tasks of social assistance Social assistance benefits, social pensions, cash benefits, and services Residential care facilities and family support Refugee integration and cost-sharing rules Administration and financing of social assistance 											
Prerequisites and co-requisites												
Assessment methods and criteria	<table border="1"> <thead> <tr> <th data-bbox="453 1464 794 1491">Subject passing criteria</th> <th data-bbox="799 1464 1141 1491">Passing threshold</th> <th data-bbox="1145 1464 1493 1491">Percentage of the final grade</th> </tr> </thead> <tbody> <tr> <td data-bbox="453 1498 794 1525">examination</td> <td data-bbox="799 1498 1141 1525">50.0%</td> <td data-bbox="1145 1498 1493 1525">50.0%</td> </tr> <tr> <td data-bbox="453 1532 794 1559">work in class</td> <td data-bbox="799 1532 1141 1559">25.0%</td> <td data-bbox="1145 1532 1493 1559">50.0%</td> </tr> </tbody> </table>			Subject passing criteria	Passing threshold	Percentage of the final grade	examination	50.0%	50.0%	work in class	25.0%	50.0%
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work in class	25.0%	50.0%										
Recommended reading	Basic literature	<ul style="list-style-type: none"> Jan Jończyk, Social Security Law, 3rd ed, Zakamycze, Wrocław 2005 Gertruda Uścińska, Social Insurance Law. The principles, financing, organisation, C.H.Beck, Warszawa 2022 										
	Supplementary literature	<ul style="list-style-type: none"> Julian Auleytner, Social Policy in Poland and the World (2nd edition), WSP TWP Warsaw 2012 Grażyna Firlit-Fesnak, Jacek Męcina, Social Policy, Wydawnictwo Naukowe PWN, Warszawa 2018 										
	eResources addresses	Adresy na platformie eNauczanie:										

<p>Example issues/ example questions/ tasks being completed</p>	<ul style="list-style-type: none"> • What are the main pillars of the social insurance system in Poland? • What conditions must be met to qualify for a pension in Poland? • What are the sources of financing for the social insurance system in Poland? • How does sickness insurance differ from accident insurance? • What consequences can arise from failing to pay social insurance contributions? • What are the main objectives of social policy, and what tools are used to achieve them? • How does social policy address social exclusion, and what are its biggest challenges in the 21st century?
<p>Work placement</p>	<p>Not applicable</p>

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