**Appalachian State University – Department of Social Work**

**BSW Learning Contract and Evaluation (Mid-term and Final)**

The terms of this learning contract will begin on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and will continue through \_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**Student:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Seminar Instructor:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Field Practicum Agency:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Phone:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name Address City State Zip

**Field Instructor:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Other supervisor (if applicable) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Learning Contract** was developed on \_\_\_\_\_\_\_\_\_\_\_\_\_ (Date)

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_**

Student Date Seminar Instructor Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

Field Instructor Date Other supervisor (if applicable) Date

**Midterm progress check** occurred on \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Date)

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Student Date Seminar Instructor Date

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Field Instructor Date Other Supervisor (if applicable) Date

**Final Assessment and Evaluation** occurred on \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date)

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Student Date Seminar Instructor Date

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Field Instructor Date Other Supervisor (if applicable) Date

**Total number of field hours completed:** Midterm \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Final \_\_\_\_\_\_\_\_\_\_\_\_

**Instructions for completing the Learning Contract (LC) sections of this document:**

Students complete the “LC activities,” in collaboration with the field instructor. “LC activities” are the learning opportunities (e.g., assignments, processes, tasks) in the field setting by which progress in the competencies occurs.

There are four dimensions underlying practice behaviors: values; knowledge; skills; and, cognitive and affective processes.

1. **Values**: values and beliefs of the profession, codified in the NASW Code of Ethics
2. **Knowledge**: academic and experiential
3. **Skills:** demonstrated ability to practice social work interventions (that integrate values, knowledge, and cognitive and affective processes)
4. **Cognitive and Affective Processes** [as defined in the CSWE 2015 EPAS Glossary]

Critical Thinking: “an intellectual, disciplined process of conceptualizing, analyzing, evaluating and synthesizing multiple sources of

information generated by observation, reflection and reasoning”

Affective reactions: “the way in which our emotions influence our thinking and subsequently our behavior”

Judgment: “the capacity to perceive and discern multiple sources to form an opinion

Each learning activity in this document has a code letter indicating the corresponding dimension: **V** = Value; **K** = Knowledge; **S** = Skills; **C** = Cognitive and Affective Processes.

The learning activities should connect with at least one dimensions within each competency, and all dimensions must be accounted for in the LC activities.

Each student’s learning activities will be unique to her/his/their field setting, focus, interests, and opportunities. Include information in each activity that demonstrates how the activity will occur in your particular agency. The LC is a “live” document that can be revised over time as activities shift and opportunities arise.

**Evaluation of student performance:**

Prior to the mid-semester assessment and end-of-semester evaluations, please complete the “Field Evaluation Rubric.” Each competency should be rated holistically, with attention to the quality completion of competency activities in the learning contract. Mid-semester ratings are intended as a method of structuring feedback and focusing attention on challenging aspects of field for the student. To successfully complete field, students must achieve at least the “meeting expectation” rating for each competency by the end-of-semester evaluation.

A rating scale for this form ranges from the need for significant improvement to exceptional mastery, as described below:

* + - 1. **Not Competent** - Student **does not demonstrate** command of essential knowledge and/or does not demonstrate application of knowledge to practice. The student is practicing well below a satisfactory level.
      2. **Limited Competence** - Student demonstrates **limited and/or inconsistent** understanding of essential knowledge and/or the application of knowledge to practice. More than the usual amount of supervision may be required. There is significant concern about the student’s knowledge and/or practice level. A remediation plan is required.
      3. **Emerging Competence** - Student understands the skill and demonstrates a **beginning or growing ability** to apply knowledge to practice. The student predominantly functions semi independently with appropriate supervision and support.
      4. **Competence** - Student consistently understands the skill and its applicability and **effectively and routinely** demonstrates the skills in practice. The student shows an ability to function independently with appropriate supervision and support.
      5. **Superior Competence** - Student adapts the skill to the setting and demonstrates **mastery of the skill in novel, diverse, and difficult contexts.**

Specialized Field Placements (check all that apply):

* SBIRT
* School Social Work
* Child Welfare Collaborative (BSW only)

**Competencies and Learning Contract (LC)**

**Competency 1 – Demonstrate ethical and professional behavior**

*Social workers understand the value base of the profession and its ethical standards, as well as relevant laws and regulations that may impact practice at the micro, mezzo, and macro levels. Social workers understand frameworks of ethical decision-making and how to apply principles of critical thinking to those frameworks in practice, research, and policy arenas. Social workers recognize personal values and the distinction between personal and professional values. They also understand how their personal experiences and affective reactions influence their professional judgment and behavior. Social workers understand the profession’s history, its mission, and the roles and responsibilities of the profession. Social Workers also understand the role of other professions when engaged in inter-professional teams. Social workers recognize the importance of life-long learning and are committed to continually updating their skills to ensure they are relevant and effective. Social workers also understand emerging forms of technology and the ethical use of technology in social work practice.*

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| **Observable Behaviors:** | **Identify how each activity will be completed in your agency.**  **Add additional activities in the “other” box.**    **LC Activities:** | **1-5 Rating Scale Mid-term Evaluation**  (NA if activity will be completed second half of semester) | | | | |  | **1-5 Rating Scale**  **Final Evaluation**  (No NA in the final evaluation section) | | | | |
| **Behavior 1.1** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Make ethical decisions by applying standards of the NASW Code of Ethics, relevant laws and regulations, models for ethical decision making, ethical conduct of research, and additional codes of ethics as appropriate to context. | Review agency policies and NASW Code of Ethics and analyze similarities and differences in weekly supervision. **V K C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Identify ethical concerns and explain how the NASW Code of Ethics guides your response to clients and client systems. **S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Identify how your personal values may conflict with social work professional values and develop plan for guiding your practice. **C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Respond to ethical concerns at the time of occurrence and resolve appropriately with the guidance of the FI and the use of an ethical decision making model **C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Discuss with FI the ambiguity inherent in ethical dilemmas and your reaction to this complexity. **C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 1.2** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Use self-reflection and self-regulation to manage personal values and maintain professionalism in practice situations. | Utilize regular strategies for personal reflection to work with clients and client systems. **V C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Use appropriate boundaries and use of self-disclosure with client systems, agency staff.and community partners. **V K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 1.3** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Demonstrate professional demeanor in behavior, appearance, and oral, written, and electronic communication. | Engage in professional communication in all oral and written communication including electronic and social media. **S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Establish and maintain appropriate relationships with administrators, staff, and colleagues. **K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Understand, articulate, and adhere to agency policies and guidelines. **K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 1.4** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Use technology ethically and appropriately to facilitate practice outcomes. | Consider and discuss with FI boundary and confidentiality issues related to use of personal social media and electronic communication including agency policy and expectations. KV**SC**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Adhere to all agency, NASW and Social Work Department mandates concerning use of email, text, personal devices, internet and social media. **K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 1.5** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Use supervision and consultation to guide professional judgement and behavior.. | Demonstrate efficient use of supervision through developed agendas, prioritized needs, and articulated concerns. **K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Demonstrate ability to accept, reflect and incorporate FI feedback into practice. **S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Provide regular feedback to field instructor on field placement experience. **V C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Recognize and appropriately address counter-transference and transference in client interactions with FI in supervision. **C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 1.6** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Demonstrate initiative in seeking learning opportunities while managing workload to accomplish assigned tasks within expected time frames, including: documentation, attendance, dress, and other appropriate work habits. | Readily offer assistance (as appropriate) to fellow interns, FI, and others at the agency, doing so with enthusiasm. **V C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Dress appropriately for agency setting, exhibit timely attendance, and use professional work habits. **S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Manage workload and complete tasks within expected agency timelines including the timely and accurate completion of documentation **S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |

**Competency 1 - Evaluation Totals and Comments**

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| ***Mid-term*** | **Total Score:** | ***End-of-semester*** | **Total Score:** |
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**Competency 2 – Engage diversity and difference in practice**

*Social workers understand how diversity and difference characterize and shape the human experience and are critical to the formation of identity. The dimensions of diversity are understood as the intersectionality of multiple factors including but not limited to age, class, color, culture, disability and ability, ethnicity, gender, gender identity and expression, immigration status, marital status, political ideology, race, religion/spirituality, sex, sexual orientation, and tribal sovereign status. Social workers understand that, as a consequence of difference, a person’s life experiences may include oppression, poverty, marginalization, and alienation as well as privilege, power, and acclaim. Social workers also understand the forms and mechanisms of oppression and discrimination and recognize the extent to which a culture’s structures and values, including social, economic, political, and cultural exclusions, may oppress, marginalize, alienate, or create privilege and power.*

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| **Observable Behaviors:** | **Identify how each activity will be completed in your agency.**  **Add additional activities in the “other” box.**    **LC Activities:** | **1-5 Rating Scale Mid-term Evaluation**  (NA if activity will be completed second half of semester) | | | | |  | **1-5 Rating Scale**  **Final Evaluation**(No NA in the final evaluation section) | | | | |
| **Behavior 2.1** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Apply and communicate understanding of the importance of diversity and difference shaping life experiences in practice at the micro, mezzo, and macro levels. | Discuss with FI the impact of race, class, culture, disability, ethnicity, family structure, marital status, national origin, religion, age, sexual orientations, and socioeconomic status on client system. **K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Review literature on best practices with diverse client systems and discuss with FI. .**K**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Utilize weekly supervision to discuss oppressive and discriminatory practices and seek solutions to these. **V C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Seek consultation from FI, other social workers and team members related to intersectionality. **K**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 2.2** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Present themselves as learners and engage client and constituencies as experts of their own experiences. | Learn and use interviewing techniques in work with clients, client systems, and colleagues taking into account the intersection of identities. **K**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Participate in trainings and/or conduct research related to cultural competency/humility and discuss with FI in supervision. **K C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Introduce self to clients identifying role as a student.  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 2.3** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Apply self-awareness and self-regulation to manage the influence of personal biases and values in working with diverse client and constituencies. | Discuss with FI the challenges of respecting right of clients and client systems to maintain different perspectives and positions than your own. **V K C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Explore and process personal biases, projection and boundary challenges in supervision.  **V C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Recognize and support clients’ rights to self-determination. Discuss with field instructor your personal reaction to times when clients are unable or choose not to make use of your advice and guidance **V K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |

**Competency 2 - Evaluation Totals and Comments**

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| ***Mid-term*** | **Total Score:** | ***End-of-semester*** | **Total Score:** |
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**Competency 3 – Advance human rights and social, economic, and environmental justice.**

*Social workers understand that every person regardless of position in society has fundamental human rights such as freedom, safety, privacy, an adequate standard of living, health care, and education. Social workers understand the global interconnections of oppression and human rights violations, and are knowledgeable about theories of human need and social justice and strategies to promote social and economic justice and human rights. Social workers understand strategies designed to eliminate oppressive structural barriers to ensure that social goods, rights, and responsibilities are distributed equitably and that civil, political, environmental, economic, social, and cultural human rights are protected.*

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| **Observable Behaviors:** | **Identify how each activity will be completed in your agency.**  **Add additional activities in the “other” box.**    **LC Activities:** | **1-5 Rating Scale Mid-term Evaluation**  (NA if activity will be completed second half of semester) | | | | |  | **1-5 Rating Scale**  **Final Evaluation**  (No NA in the final evaluation section) | | | | |
| **Behavior 3.1** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Apply their understanding of social, economic, and environmental justice to advocate for human rights at the individual and systems levels. | Identify current political, social, economic, and environmental events and discuss the effects on client systems with your FI **V K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Advocate for client system access to services. **V K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Consider and discuss possible actions that might reduce institutional discrimination on agency clients or within the community; review potential consequences of such actions on clients and on your agency.**C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 3.2** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Engage in practices that advance social, economic, and environmental justice. | Identify community coalitions/groups that advocate for client systems and attend at least one meeting that promotes social justice. **V K**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Inform client systems of their rights. Encourage clients to register to vote. **K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Assist client systems in identifying eligibility and navigating delivery for social programs. **K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |

**Competency 3 - Evaluation Totals and Comments**

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| ***Mid-term*** | **Total Score:** | ***End-of-semester*** | **Total Score:** |
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**Competency 4 – Engage in practice-informed research and research-informed practice.**

*Social workers understand quantitative and qualitative research methods and their respective roles in advancing a science of social work and in evaluating their practice. Social workers know the principles of logic, scientific inquiry, and culturally informed and ethical approaches to building knowledge. Social workers understand that evidence that informs practice derives from multi-disciplinary sources and multiple ways of knowing. They also understand the processes for translating research findings into effective practice.*

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| **Observable Behaviors:** | **Identify how each activity will be completed in your agency.**  **Add additional activities in the “other” box.**    **LC Activities:** | **1-5 Rating Scale Mid-term Evaluation**  (NA if activity will be completed second half of semester) | | | | |  | **1-5 Rating Scale**  **Final Evaluation**  (No NA in the final evaluation section) | | | | |
| **Behavior 4.1** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Use practice experience and theory to inform scientific inquiry and research. | Develop research questions that emerge from interactions with client systems and discuss with the FI.  **K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Identify at least one gap in your knowledge regarding the population you work with and discuss with FI about how you would research that subject.  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 4.2** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Apply critical thinking to engage in analysis of quantitative and qualitative research methods and research findings. | Participate in an agency research project and/or begin an agency research project. **K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Identify a theory that is used in your agency and discuss strengths, weaknesses and appropriate use with your FI **V K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 4.3** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Use and translate research evidence to inform and improve practice, policy, and service delivery. | Discuss with FI how practice experience informs agency policy and practice. Advocate for agency policy and practice changes as appropriate. **K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Research evidence based practice interventions for client systems and discuss with FI. **V K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Investigate available information relevant to practice from a variety of sources, discuss findings in supervision, and apply identified evidence based practices with client systems as appropriate. **K**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |

**Competency 4 - Evaluation Totals and Comments**

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| ***Mid-term*** | **Total Score** | ***End-of-semester*** | **Total Score:** |
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**Competency 5 – Engage in policy practice.**

*Social workers understand that human rights and social justice, as well as social welfare and services, are mediated by policy and its implementation at the federal, state, and local levels. Social workers understand the history and current structures of social policies and services, the role of policy in service delivery, and the role of practice in policy development. Social workers understand their role in policy development and implementation within their practice settings at the micro, mezzo, and macro levels and they actively engage in policy practice to effect change within those settings. Social workers recognize and understand the historical, social, cultural, economic, organizational, environmental, and global influences that affect social policy. They are also knowledgeable about policy formulation, analysis, implementation, and evaluation.*

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| **Observable Behaviors:** | **Identify how each activity will be completed in your agency.**  **Add additional activities in the “other” box.**    **LC Activities:** | **1-5 Rating Scale Mid-term Evaluation**  (NA if activity will be completed second half of semester) | | | | |  | **1-5 Rating Scale**  **Final Evaluation**  (No NA in the final evaluation section) | | | | |
| **Behavior 5.1** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Identify social policy and the local, state, and federal level that impacts well-being, service delivery, and access to social services. | Identify social problems faced by your clientele. Research and discuss laws and policies that relate to that problem and your clients.**V K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Interview administrators, staff and/or clients in order to understand the impact of public policy on clients. **K**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Attend and participate in staff , task force, and/or board meetings. **V K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 5.2** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Assess how social welfare and economic policies impact the delivery of and access to social services. | Identify agency processes involved in policy development and discuss with FI. **K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Tour or talk with local community agency(s) and learn about policies that affect service delivery to client systems served by the student’s agency. **K**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Discuss with FI political, social, and economic policies and other factors that affect agency policies. **V K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 5.3** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Apply critical thinking to analyze, formulate, and advocate for policies that advance human rights and social, economic, and environmental justice. | Discuss with FI agency culture (implicit and explicit) and its impact on service delivery. **K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Discuss with FI strategies to effect policy change within the agency and participate in identified strategies for policy change as appropriate. **C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Identify and discuss with the FI policies that are barriers to effective service delivery and develop ideas for managing those boundaries on micro, mezzo and macro levels of practice. **K C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |

**Competency 5 - Evaluation Totals and Comments**

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| ***Mid-term*** | **Total Score:** | ***End-of-semester*** | **Total Score:** |
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**Competency 6 – Engage with individuals, families, groups, organizations, and communities.**

*Social workers understand that engagement is an ongoing component of the dynamic and interactive process of social work practice with, and on behalf of, diverse individuals, families, groups, organizations, and communities. Social workers value the importance of human relationships. Social workers understand theories of human behavior and the social environment, and critically evaluate and apply this knowledge to facilitate engagement with clients and constituencies, including individuals, families, groups, organizations, and communities. Social workers understand strategies to engage diverse clients and constituencies to advance practice effectiveness.  Social workers understand how their personal experiences and affective reactions may impact their ability to effectively engage with diverse clients and constituencies. Social workers value principles of relationship-building and inter-professional collaboration to facilitate engagement with clients, constituencies, and other professionals as appropriate.*

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| **Observable Behaviors:** | **Identify how each activity will be completed in your agency.**  **Add additional activities in the “other” box.**    **LC Activities:** | **1-5 Rating Scale Mid-term Evaluation**  (NA if activity will be completed second half of semester) | | | | |  | **1-5 Rating Scale**  **Final Evaluation**  (No NA in the final evaluation section) | | | | |
| **Behavior 6.1** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Apply knowledge of human behavior and the social environment, person-in-environment, and other multi-disciplinary theoretical frameworks to engage with clients and constituencies. | Identify human behavior and social environment, HBSE, theories from coursework that are relevant to the agency client population and discuss with FI in supervision. **K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Provide to and discuss with FI at least two journal articles or other academic sources that describe the impact of human behavior in the social environment with client systems served by the agency. **K**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Identify client’s strengths, resilience, and informal supports. **V K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Use person-in-environment and strengths perspective in initial interviews, assessments, goal setting, and interventions. **V K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 6.2** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Use empathy, reflection, and interpersonal skills to engage diverse clients and constituencies. | Explore clients’ personal values, culture, identities, and whether they  have religious and or spiritual beliefs and practices, to increase student’s awareness of the client and community. Apply this knowledge with clients. **V K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Express care, concern, authenticity, and genuineness with client systems. **S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Demonstrate effective communication skills such as paraphrasing, reflective listening and reframing with client systems. **K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Identify personal strengths, limitations, and challenges in the engagement process and discuss with FI. **C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |

**Competency 6 - Evaluation Totals and Comments**

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| ***Mid-term*** | **Total Score:** | ***End-of-semester*** | **Total Score:** |
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**Competency 7 – Assess individuals, families, groups, organizations, and communities.**

*Social workers understand that assessment is an ongoing component of the dynamic and interactive process of social work practice with, and on behalf of, diverse individuals, families, groups, organizations, and communities. Social workers understand theories of human behavior and the social environment, and critically evaluate and apply this knowledge in the assessment of diverse clients and constituencies, including individuals, families, groups, organizations, and communities. Social workers understand methods of assessment with diverse clients and constituencies to advance practice effectiveness. Social workers recognize the implications of the larger practice context in  the assessment process and value the importance of inter-professional collaboration in this process. Social workers understand how their personal experiences and affective reactions may affect their assessment and decision-making.*

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| **Observable Behaviors:** | **Identify how each activity will be completed in your agency.**  **Add additional activities in the “other” box.**    **LC Activities:** | **1-5 Rating Scale Mid-term Evaluation**  (NA if activity will be completed second half of semester) | | | | |  | **1-5 Rating Scale**  **Final Evaluation**  (No NA in the final evaluation section) | | | | |
| **Behavior 7.1** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Collect and organize data, and apply critical thinking to interpret information from clients and constituencies. | Review and utilize assessment tools and approaches used in the agency. Discuss gaps in knowledge in supervision **K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Collect and utilize relevant data from individuals, families, other organizations, and other significant elements of the client system’s environment. **S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Present assessment findings in team meetings, case review conferences and/or supervision. **K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 7.2** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Apply knowledge of human behavior and the social environment, person-in-environment, and other multi-disciplinary theoretical frameworks in the analysis of assessment data from clients and constituencies. | Identify biological, psychological, social, spiritual, and environmental factors that influence development and behavior of client system. **V K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Critique with your FI the strengths and limitations of theoretical frameworks for guiding assessments. **K C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Employ a strength based perspective in identifying strengths, healthy coping behaviors, and resources with clients and communities. **V K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Create a genogram or ecomap for an individual or client system. **K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 7.3** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Develop mutually agreed-on intervention goals and objectives based on the critical assessment of strengths, needs, and challenges with clients and constituencies. | Collaborate with client and/or community systems to identify needs and select goals and objectives for interventions. **V K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Review selected goals with field instructor and interdisciplinary team (if applicable) team. **K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Continually assess client and/or system progress toward achieving goals and modify as needed. **K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Using the agency format, develop an appropriate case plan. **K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 7.4** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Select appropriate intervention strategies based on the assessment, research knowledge, and values and preferences of clients and constituencies. | Consult with field instructor to identify potential intervention strategies that are consistent with assessment. Review literature on evidence-based interventions used with client systems in the placement setting. **K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Develop a change plan in collaboration with client systems consistent with client system values and preferences. **V K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |

**Competency 7 - Evaluation Totals and Comments**

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| ***Mid-term*** | **Total Score:** | ***End-of-semester*** | **Total Score:** |
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**Competency 8 – Intervene with individuals, families, groups, organizations, and communities.**

*Social workers understand that intervention is an ongoing component of the dynamic and interactive process of social work practice with, and on behalf of, diverse individuals, families, groups, organizations, and communities. Social workers are knowledgeable about evidence-informed interventions to achieve the goals of clients and constituencies, including individuals, families, groups, organizations, and communities. Social workers understand theories of human behavior and the social environment, and critically evaluate and apply this knowledge to effectively intervene with clients and constituencies. Social workers understand methods of identifying, analyzing and implementing evidence-informed interventions to achieve client and constituency goals. Social workers value the importance of inter-professional teamwork and communication in interventions, recognizing that beneficial outcomes may require interdisciplinary, inter- professional, and inter-organizational collaboration.*

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| **Observable Behaviors:** | **Identify how each activity will be completed in your agency.**  **Add additional activities in the “other” box.**    **LC Activities:** | **1-5 Rating Scale Mid-term Evaluation**  (NA if activity will be completed second half of semester) | | | | |  | **1-5 Rating Scale**  **Final Evaluation**  (No NA in the final evaluation section) | | | | |
| **Behavior 8.1** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Critically choose and implement interventions to achieve practice goals and enhance capacities of clients and constituencies. | Provide selected interventions to clients consistent with identified goals, client values, preferences and expectations. **V K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Engage in a case discussion with supervisor, solicit feedback from FI and/or agency staff and incorporate feedback into case plan. **S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Discuss with field instructor and/or other supervisor how an assessment informs an intervention. **V K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Integrate the client’s family, community, and larger cultures into interventions as appropriate. **K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 8.2** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Apply knowledge of human behavior and the social environment, person-in-environment, and other multi-disciplinary frameworks in interventions with clients and constituencies. | Implement interventions directed at multiple system levels consistent needs identified in assessment. **K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Review with field instructor and/or other supervisor how the client’s environment impacts the effectiveness of the chosen intervention **V K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 8.3** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Use inter-professional collaboration as appropriate to achieve beneficial practice outcomes. | Actively participate in staff meetings and interdisciplinary meetings within the agency. **K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Develop professional, collaborative relationships between your agency and other agencies, local faith communities, civic groups, and/or neighborhood associations as appropriate. **V K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 8.4** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Negotiate, mediate, and advocate with and on behalf of diverse clients and constituencies. | Identify and collaborate with key people in client systems critical to effecting change. **K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Research resources within the agency and community and identify appropriate sources of assistance. Coordinate referrals as needed. **K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Discuss in agency team meetings or supervision unmet client or client system needs, resource gaps, or service barriers, and develop advocacy plans. **V K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 8.5** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Facilitate effective transitions and endings that advance mutually agreed-on goals. | Plan and facilitate the termination process, including review of client systems’ accomplishments, and identification of a process of obtaining services if future needs arise.Address client’s emotional needs regarding termination of relationship. **V** **K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Coordinate transitions of clients/projects to other agency staff through planned sharing of goals and service needs. **S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |

**Competency 8 - Evaluation Tools and Comments**

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| ***Mid-term*** | **Total Score:** | ***End-of-semester*** | **Total Score:** |
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**Competency 9 – Evaluate practice with individuals, families, groups, organizations, and communities.**

*Social workers understand that evaluation is an ongoing component of the dynamic and interactive process of social work practice with, and on behalf of, diverse individuals, families, groups, organizations and communities. Social workers recognize the importance of evaluating processes and outcomes to advance practice, policy, and service delivery effectiveness. Social workers understand theories of human behavior and the social environment, and critically evaluate and apply this knowledge in evaluating outcomes. Social workers understand qualitative and quantitative methods for evaluating outcomes and practice effectiveness.*

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| **Observable Behaviors:** | **Identify how each activity will be completed in your agency.**  **Add additional activities in the “other” box.**    **LC Activities:** | **1-5 Rating Scale Mid-term Evaluation**  (NA if activity will be completed second half of semester) | | | | |  | **1-5 Rating Scale**  **Final Evaluation**  (No NA in the final evaluation section) | | | | |
| **Behavior 9.1** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Select and use appropriate methods of evaluation of outcomes. | Review and utilize agency evaluation tools and processes. Discuss appropriate use with FI **K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Research and utilize other reliable and valid evaluation strategies relevant to intervention as needed to supplement agency tools with input from FI. **K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 9.2** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Apply knowledge of human behavior and the social environment, person-in-environment, and other multi-disciplinary theoretical frameworks in the evaluation of outcomes. | Discuss with supervisor(s) how practice evaluation tools are selected. **K**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Discuss with supervisor the impact of theory in the evaluation of practice at your agency.. **K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 9.3** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Critically analyze, monitor, and evaluate intervention and program processes and outcomes. | Utilize instruments, assessment tools, and record keeping to monitor client change. **K S**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Plan and implement methods to seek feedback from clients and stakeholders regarding individual progress as well as program efficacy. **K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Discuss with supervisor(s) any concerns about unresolved client difficulties and/or future needs. **V C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| **Behavior 9.4** | | **1** | **2** | **3** | **4** | **5** |  | **1** | **2** | **3** | **4** | **5** |
| Apply evaluation findings to improve practice effectiveness at the micro, mezzo, and macro levels. | Discuss with FI ways to integrate evaluation results into ongoing and future planning of effective practice strategies. **C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Provide FI with plans to utilize evaluation and field placement experience to develop best practices. **V K S C**  **In your agency:** |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |
| Other: |  |  |  |  |  |  |  |  |  |  |  |

**Competency 9 - Evaluation Totals and Comments**

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| ***Mid-term*** | **Total Score:** | ***End-of-semester*** | **Total Score:** |
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**General Evaluation Comments:**

**Student:**

|  |  |
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| ***Mid-term*** | ***End-of-semester*** |
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**Field Instructor:**

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| ***Mid-term*** | ***End-of-semester*** |
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**Seminar Instructor:**

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| ***Mid-term*** | ***End-of-semester*** |
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The competencies specified in this evaluation form are those established by the Council on Social Work Education (2015). The student’s learning plan identifies the learning opportunities (e.g., methods, activities, and assignments) available for the student to achieve these competencies.

Revised 1/2019