

Social Work 280 Field Instructed Practice

(2 units)

Catalog Statement

Prerequisite: Permission of Field Coordinator and concurrent enrollment in SWRK 220. First of two semesters applying foundation theories and concepts in field instructed practice with individuals, families, groups, formal organizations and communities. Approved for RP grading. CR/NC grading only. (Formerly SWRK 250).

Course Rationale

Historically, field practicum experience has been a central component of social work education. The classroom content began as a supplement to apprenticeship in social work agencies. This model of learning has been integrated into a formal educational program. The scope of the practicum is intended to provide comprehensive experiences which consolidate material presented within the classroom. It is essential for professional development that social work students demonstrate the knowledge, values and skills of social work practice within the context of the field setting.

Course Description

SWRK 280 is the first of two semesters of foundation field instructed practice. It is expected to provide students with a range of foundation learning assignments encompassing all areas of social work practice. The field practicum provides supervised "hands on" experience of social work, affording students the opportunity to develop, practice and enhance a range of professional practice skills as well as to subsequently evaluate the effectiveness of interventions. The field practicum is designed to require students to demonstrate in behavior with clients/constituents, agencies and communities the knowledge and skills derived from the total curriculum. The field practicum emphasizes multi-systems interventive strategies that address the following areas: 1) a commitment to social justice, 2) the empowerment perspective, and 3) diversity/cultural awareness. The practicum provides a multi systems social work practice emphasis focusing upon work with individuals, families, small groups, organizations and communities. Students are placed in an approved field agency for the academic year and complete 200 hours each semester, for a total of 400 hours of supervised foundation social work field instruction.

Educational Goals

To acquire foundation knowledge and skills for multi systems social work practice utilizing diversity awareness, an empowerment perspective and principles of social justice in support of the following educational goals for both semesters of the foundation year (SWRK 280 and SWRK 281):

1. To become socialized to the social work profession, developing awareness of its value orientation and learning the fundamental components of professional development.
2. To apply foundation knowledge of human behavior and a multi systems approach to social work practice.
3. To develop foundation practice skills with individuals, families, groups, organizations and communities and apply appropriate strategies for intervention at multiple systems levels.
4. To acquire foundation skill in the evaluation of one's own performance and practice.

Learning Objectives/Outcomes

The following learning objectives/outcomes represent the continuum of learning for the first semester of the foundation year of field instructed practice, SWRK 280:

- 1.1 To develop foundation knowledge of the range of professional social work practice through observation and participation in a first year field placement.
- 1.2 To develop foundation skills in collaborating with other professionals and systems on behalf of the client/consumer.
- 1.3 To apply core social work values, ethics and practice principles as outlined in the NASW Code of Ethics in working with various client systems and colleagues.
- 1.4 To differentiate the value orientation, roles and activities of social work from other professions, particularly in relation to populations-at-risk, diversity, disparities, empowerment and social justice.
- 1.5 To actively and responsibly participate in one's own learning by identifying learning needs, seeking feedback and being open to the learning process.
- 1.6 To develop and present a professional sense of self through appearance and conduct with clients/consumers and other professionals.
- 1.7 To demonstrate identification with the social work profession and an understanding of the life long process of ongoing professional development.
- 2.1 To identify the interrelated influences of micro, mezzo and macro systems on the behavior of individuals, families, groups, organizations and communities.
- 2.2 To identify variations of human behavior at micro, mezzo and macro systems levels.
- 2.3 To assess normative and non-normative biological, psychological, and social processes and variations within spiritual/cultural practices and their effect on behavior at multiple systems levels.
- 2.4 To apply foundation concepts from theoretical and empirical literature in identifying and implementing social work interventions.
- 2.5 To demonstrate beginning ability to apply concepts of social justice and empowerment to practice at multiple systems levels with a special emphasis on populations-at-risk and cultural variables.
- 3.1 To develop a multidimensional framework for assessment that incorporates diversity awareness, strengths, and an empowerment perspective.
- 3.2 To understand and begin to apply the major phases of the problem solving model: assessment; planning; intervention; evaluation; and termination at multiple systems levels.
- 3.3 To develop foundation helping skills, including engagement, verbal and non verbal following skills for application at multiple systems levels.

- 3.4 To recognize and begin to effectively manage common verbal and non verbal barriers in social work practice.
- 3.5 To apply core social work practice roles such as advocate, broker, case manager, consultant, counselor/therapist, facilitator, etc. at multiple systems levels.
- 3.6 To apply beginning intervention methods such as support, confrontation, ethnographic interviewing, information delivery, crisis intervention, use of self, social action, policy practice, etc. at multiple systems levels.
- 3.7 To incorporate foundation understanding of applicable agency, state and federal policies and laws in assessment and intervention at multiple systems levels, including policy practice.
- 3.8 To demonstrate foundation professional skill in verbal and written reporting.
- 4.1 To demonstrate developing self awareness by examining his/her values and biases and the effects they have on professional practice as a social worker.
- 4.2 To identify the impact of culture, race, gender, socioeconomic status, sexual orientation, age and disability on one's delivery of effective social work practice.
- 4.3 To demonstrate the use of foundation concepts from the empirical literature to inform practice and its evaluation.
- 4.4 To demonstrate the beginning use of both qualitative and quantitative methods to evaluate the effectiveness of one's practice.

Course Content

Upon confirmation of field practicum arrangements, all students are expected to establish and keep a regular schedule for attendance at their field agencies and a verifiable record of their hours. An orientation period is provided for students to become familiar with agency programs, policies, procedures and staff. Following this, the Field Instructor and student identify learning goals and practice assignments are chosen. A learning agreement is developed by approximately the fourth week of the practicum, which is reviewed by the faculty liaison. The learning agreement includes assignments that meet the goals and objectives of SWrk 280. It is updated and revised as necessary during the practicum.

Required Purchases

Students enrolled in SWRK 280 are required to purchase liability insurance. See the MSW 1 Field Manual for details. It can be located and downloaded at the department website, www.csufresno.edu/socwork.

A. Material

1. Field calendar (available on line)
2. Learning agreement (available on line)
3. Student Performance, Field Instructor, and Agency Evaluation Forms (available on line)
4. MSW 1 Field Manual (available on line)
5. Binder or Notebook for Journal/Evaluation of Practice Assignment

B. Reading

1. MSW 1 Field Manual (available on line)

Readings as assigned by the field instructor

Method of Instruction:

Field instruction consists of weekly individual meetings for one hour with additional consultation as needed. Students are expected to (a) accept increasingly complex and challenging assignments; (b) practice in an increasingly autonomous fashion within the boundaries set by the practicum agency; (c) promptly consult with the Field Instructor and Faculty Liaison on any matter regarding the practicum that is presenting concerns. Students will receive both reading and writing assignments from their field instructors and are expected to complete these in a timely fashion. Students participate in evaluating their progress at the end of each semester of the practicum and also evaluate the field instructor's performance and the agency as a practicum site. Students are encouraged to avail themselves of in-service training or other staff workshops, staff meetings, use of agency library, etc. within the guidelines established by the Department of Social Work Education and the practicum agency.

Web-based Instruction/Blackboard: Web-based instruction regarding field placement assignments follows policies of the agency and the field instructor.

Grading Criteria

SWRK 280 is graded on a CR/NC basis. Student evaluation forms are completed at the end of each semester and the field instructor recommends the grade based on student performance and department requirements (see MSW 1 Field Manual for more information). Students who do not complete the required hours within the semester period may be given an "RP" grade which is converted to CR/NC upon completion of the hours and receipt of a satisfactory final evaluation.

Description of Exams/Major Assignments

The following are specific assignment for SWRK 280:

1. Internship attendance.
2. All students will develop a learning agreement which is due to the Field Office by the fourth week of field placement and includes specific learning assignments congruent with the educational goals and objectives of SWRK 280.
3. Students will maintain a weekly journal or complete evaluation of practice assignments as provided by the field instructor and/or faculty liaison. The journal and/or assignments will be utilized as a beginning step to evaluating one's own practice. Journals are to be referenced and submitted to the faculty liaison at mid-term and final each semester. A schedule for submitting the journal to the field instructor can be negotiated between the student and field instructor.

Course Policies

Late Papers: If you are unable to meet a deadline for a placement assignment, you are expected to discuss this issue in advance with the instructor and/or liaison. Under certain conditions, it may be possible to make arrangements for a later deadline. Late assignments may result in the inability to accrue field placement hours until the assignment is satisfactorily completed.

Attendance & Participation: Students are expected to establish a regular schedule of 16 hours per week for each semester of the first year of Field Instructed Practice, SWRK 280 and SWRK 281. Expectations and policies regarding attendance and participation in the field practicum are outlined in the MSW 1 Field Manual which is available on line at the department website referenced above.

Dismissal: The university and department policies on dismissal are outlined in the Graduate Field Manual. All students are responsible for conducting themselves in a professionally appropriate and ethical manner at all times during the field internship. All students are also responsible for knowing and adhering to both university and department policy as outlined in the Graduate Field manual and the University catalog.

Cell Phones: Policies concerning cell phone use are determined by the agency and the field instructor.

University Policies

Students with Disabilities: Upon identifying themselves to the instructor and the university, students with disabilities will receive reasonable accommodation for learning and evaluation. For more information, contact Services to Students with Disabilities in the building across from Madden Library (278-2811).

Cheating and Plagiarism: “Cheating is the actual or attempted practice of fraudulent or deceptive acts for the purpose of improving one's grade or obtaining course credit; such acts also include assisting another student to do so. Typically, such acts occur in relation to examinations. However, it is the intent of this definition that the term 'cheating' not be limited to examination situations only, but that it include any and all actions by a student that are intended to gain an unearned academic advantage by fraudulent or deceptive means.

Plagiarism is a specific form of cheating which consists of the misuse of the published and/or unpublished works of others by misrepresenting the material (i.e., their intellectual property) so used as one's own work.” Penalties for cheating and plagiarism range from a 0 or F on a particular assignment, through an F for the course, to expulsion from the university. For more information on the University's policy regarding cheating and plagiarism, refer to the [Class Schedule](#) (Policy/Legal Statements) or the [University Catalog](#) (University policies).

Code of Academic Integrity – Honor Code: “Members of the CSU Fresno academic community adhere to principles of academic integrity and mutual respect while engaged in university work and related activities. Students should:

- a) understand or seek clarification about expectations for academic integrity in this course (including no cheating, plagiarism and inappropriate collaboration)
- b) neither give nor receive unauthorized aid on examinations or other course work that is used by the instructor as the basis of grading.
- c) take responsibility to monitor academic dishonesty in any form and to report it to the instructor or other appropriate official for action. Instructors may require students to sign a statement at the end of all exams and assignments that “I have done my own work and have neither given nor received unauthorized assistance on this work.” For more information, refer to the Code of Academic Integrity – Honor Code, APM 236, www.csufresno.edu/apm/236.pdf.”

Computers: “At California State University, Fresno, computers and communications links to remote resources are recognized as being integral to the education and research experience. Every student is required to have his/her own computer or have other personal access to a workstation (including a

modem and a printer) with all the recommended software. The minimum and recommended standards for the workstations and software, which may vary by academic major, are updated periodically and are available from [Information Technology Services](#) or the University Bookstore. In the curriculum and class assignments, students are presumed to have 24-hour access to a computer workstation and the necessary communication links to the University's information resources.”

Disruptive Classroom Behavior: “The classroom is a special environment in which students and faculty come together to promote learning and growth. It is essential to this learning environment that respect for the rights of others seeking to learn, respect for the professionalism of the instructor, and the general goals of academic freedom are maintained. ... Differences of viewpoint or concerns should be expressed in terms which are supportive of the learning process, creating an environment in which students and faculty may learn to reason with clarity and compassion, to share of themselves without losing their identities, and to develop an understanding of the community in which they live . . . Student conduct which disrupts the learning process shall not be tolerated and may lead to disciplinary action and/or removal from class.”

Copyright policy: Copyright laws and fair use policies protect the rights of those who have produced the material. The copy in this course has been provided for private study, scholarship, or research. Other uses may require permission from the copyright holder. The user of this work is responsible for adhering to copyright law of the U.S. (Title 17, U.S. Code). To help you familiarize yourself with copyright and fair use policies, the University encourages you to visit its [copyright web page](#).

Digital Campus course web sites contains material protected by copyrights held by the instructor, other individuals or institutions. Such material is used for educational purposes in accord with copyright law and/or with permission given by the owners of the original material. You may download one copy of the materials on any single computer for non-commercial, personal, or educational purposes only, provided that you (1) do not modify it, (2) use it only for the duration of this course, and (3) include both this notice and any copyright notice originally included with the material. Beyond this use, no material from the course web site may be copied, reproduced, republished, uploaded, posted, transmitted, or distributed in any way without the permission of the original copyright holder. The instructor assumes no responsibility for individuals who improperly use copyrighted material placed on the web site.

Subject to Change

This syllabus and schedule are subject to change in the event of extenuating circumstances. If you are absent from class, it is your responsibility to check on announcements made while you were absent.

**TENTATIVE COURSE
SCHEDULE Social Work 280**

WEEK	HOURS	FIELD PLACEMENT ACTIVITIES/ ASSIGNMENTS
1	3	Field Orientation Graduate Field Manual; NASW Code of Ethics
2	16	Agency Orientation Discuss use of supervision, learning needs and expectations Review agency policy and documentation requirements Discuss key social work roles, practice with populations at-risk, and professional boundaries
3	16	Development of Learning Agreement Attend agency staff meeting Participant observation Supervision
4	16	Interview culturally diverse staff in agency Provide social work services to individual client/consumer Address global aspects of practice with local populations at-risk Supervision
5	16	Visit community agencies relevant to internship setting Evaluation of Practice: Theoretical rationale for intervention Supervision
6	16	Learning Agreement Due Casework and documentation Attend relevant agency meetings Supervision
7	16	Complete bio psycho social assessment Develop culturally relevant service plan Complete process recording Supervision
8	16	Conduct an ethnographic interview Casework and documentation Supervision Evaluation of Practice: Advocacy regarding service delivery
9	16	Complete assessment of field placement agency Attend relevant agency meetings Supervision
10	16	Attend NASW chapter meeting Casework with client/consumer culturally different from self Documentation Supervision
11	16	Observe group dynamics in an agency meeting Casework and documentation Construct a family genogram Supervision
12	16	Complete bio psycho social assessment Develop culturally relevant service plan Supervision Evaluation of Practice: Ethnographic approach to understanding identified problem

13	16	Conduct an ethics audit of the field placement agency Complete process recording Casework and documentation Supervision
14	16	Attend an interagency or external meeting Complete meeting minutes Casework and documentation Supervision
15	16	Preparation for semester break and termination Supervision Final Semester Evaluation for SWrk 280 Due —200 hours completed

Social Work 280
Graduate Field Placement
LEARNING AGREEMENT
Fall Semester ____

Student Information:

FIRST NAME	MIDDLE INITIAL	LAST NAME
STREET ADDRESS	CITY	ZIP CODE
HOME PHONE	CELL PHONE	WORK PHONE
CAMPUS E MAIL ADDRESS		
FIELD PLACEMENT SCHEDULE	WINTER BREAK SCHEDULE	
ACADEMIC ADVISOR	PHONE	E MAIL ADDRESS

Agency Information:

AGENCY NAME		
STREET ADDRESS	CITY	ZIP CODE
FIELD INSTRUCTOR (M.S.W.)	PHONE	E MAIL ADDRESS
AGENCY SUPERVISOR (non-M.S.W.)	PHONE	E MAIL ADDRESS
FACULTY LIAISON	PHONE	E MAIL ADDRESS

Signatures:

STUDENT SIGNATURE

DATE

M.S.W. FIELD INSTRUCTOR SIGNATURE

DATE

FACULTY LIAISON SIGNATURE

DATE

FIELD COORDINATOR SIGNATURE

DATE

Goal: To acquire foundation knowledge and skills for multi systems social work practice utilizing diversity awareness, an empowerment perspective and principles of social justice. The first semester field placement will include the activities/assignments listed below in three areas: professional development; social work practice; and, evaluation of practice.

NOTE: Please use the right-hand column **for your own use during supervision** to document completion of assignments using a specific date of completion.

Professional Development	Date Completed
1. Participate actively and responsibly in weekly supervision and demonstrate ability to be open to learning.	
2. Discuss in supervision key social work roles and professional boundaries. Keep a behavioral log for one month outlining social work roles in which you engage and boundary issues that arise.	
3. Attend a local chapter meeting of NASW or other social work related professional organization. Discuss your observations in supervision.	
4. Interview a minimum of three professional staff in your agency that are ethnically/culturally different from self to understand the influence of their cultural perspective on professional practice.	
5. Conduct an ethics audit of the field placement agency based on Reamer's model presented in SWrk 220.	
6. Other Activities/Assignments: 6a. 6b. 6c. 6d.	
Multi Systems Social Work Practice	Date Completed
1. Complete a minimum of 2 bio psycho social assessments that incorporate the strengths perspective, a developmental theory, and	
2. Complete a minimum of 2 culturally relevant service plans.	
3. Complete 2 process recordings to evaluate foundation helping skills and identify barriers at each system level.	
4. Provide social work services to a minimum of 3 individual clients/consumers, at least one of whom is culturally different	
5. Construct a family genogram for an individual client/consumer.	
6. Complete an initial organizational description and assessment of the placement agency utilizing the guidelines from SWrk 220.	
7. Conduct one ethnographic interview utilizing the guidelines from SWrk 220.	

8. Observe the dynamics of a group meeting in the placement agency using the information in SWrk 220 and discuss your findings in supervision.	
9. Visit community agencies relevant to the internship setting.	
10. Attend an interagency or external meeting in which the placement agency is linked to the larger community.	
11. Complete at least one report writing assignment from each of the following categories: e mail; meeting minutes; case notes/narratives.	
12. Other Activities/ Assignments: 12a. 12b. 12c. 12d.	
Evaluation of Practice	Date Completed
1. Conduct a review of the literature to identify at least 2 potential interventions for a problem/target issue. Discuss in supervision the theoretical rationale and empirical evidence for each intervention. Include considerations of diversity/culture.	
2. Using an ethnographic approach, explore the cultural meaning(s) of the problem(s)/target issue(s) that one client/consumer brings to you.	
3. Evaluate your practice in advocating for effective delivery of services to clients. Include consideration of barriers, access and the concepts of cultural diversity, oppression, social justice and empowerment.	
4. Other Activities/Assignments: 4a. 4b. 4c. 4d.	

The Agency Agrees to Provide:

Field Instructor Initials:

1. Appropriate learning assignments as required for SWrk 280.
2. A minimum of one hour of weekly supervision with the M.S.W. field instructor.
3. Adequate space and resources to complete agency related assignments.

Other: