



Instructions: The student and agency personnel need to complete this form. It must be submitted to the Practicum Administrator for approval (Note: The School has posted a deadline for completion). New practicum instructors need to submit a resume in order to approve the placement.

If this is an employment-based placement, please also complete the Employment-Based Placement form.

Date:

Student Information:

Center: IC DM SC Online

Student Name (please print)

Student ID#

UI E-mail

Phone

Type of Placement:

BA Generalist

MSW Generalist

MSW Specialist

Placement Information:

Agency Name

Address

Practicum Instructor

E-mail

Phone

SW Credentials

License #

Address (if outside agency)

Site Supervisor

(this is the day-to-day supervisor that does not meet practicum instructor requirements; not every student has a site supervisor)

E-mail

Phone

Acceptance of a student placement with this agency indicates the practicum instructor and/or site supervisor agrees to:

- Provide a **minimum** one hour per week of supervision.
 - a) Supervision should be provided by a practicum instructor who has been awarded a BA in social work (for supervision of BA students) or MSW (for supervision of BA and MSW students) from a CSWE-accredited program with a minimum of two years post-degree practice experience.
 - b) The instructor should have either demonstrated competency in the area of practice being identified for the placement or have supervisory experience.

- Attend the Practicum Orientation.
- Assist the student in development of the learning contract.
- Participate in scheduled student evaluations and submit student assessments in a timely manner.
- Discuss the following expectations with the student, including:
 - a) Completion of background check, if required
 - b) Completion of health screenings, drug screenings and immunizations, if required
 - c) Review COVID-19 precautions the agency has put in place to protect the safety and well-being of staff, students and community members receiving service
 - d) Completion of agency trainings, if required
 - e) Review the agency's policies, rules, regulations, safety protocols and standards of conduct pertaining to the student's placement
 - f) Discussion about how the student and practicum instructor wish to handle differences or conflicts
 - g) Review expectations regarding client transportation. Please note that the University of Iowa's liability policy does not cover transportation of clients. If the student will be driving the company vehicle, discuss with the student the insurance coverage the agency provides. If the student will be expected to transport clients in the student's own vehicle, the student will need to confirm that the student's personal car insurance will cover this.

The University of Iowa School of Social Work agrees to provide a faculty liaison that will coordinate activities between the agency, student and School.

Beginning Date

Ending Date

- BA Generalist: 8-11 s.h.; 1 s.h. = 50 hours in placement (min. 400 hrs)
- MSW Generalist: 3 s.h.; 1 s.h. = 100 hours in placement (300 hrs)
- MSW Specialist: 3 s.h. per semester; 1 s.h. = 100 hours (min. 600 hrs)
- # of Semester Hours Registered for Practicum

Total Number of Weeks

Average Hours per Week in Placement

Time periods when student does not plan to be at placement (include vacation):

Tentative plan (day/time) for one-hour-per-week social work supervision:

Statement of Diversity and Inclusion

At the School of Social Work, we seek to engage students in constructive, respectful dialogue as personal values are challenged in the process of developing a professional social work identity. We encourage students to respectfully engage with others who are different from themselves in the classroom and the community, regardless of their personal values.

Therefore we expect the practicum instructors will join faculty and staff in this effort; and will:

- Encourage and welcome diversity in all aspects of campus and community life.
- Address social justice issues that affect human beings as a consequence of oppression, poverty, marginalization and alienation because of the intersection of multiple factors, including those identified by CSWE: class, color, culture, disability, ethnicity, gender identity and expression, immigration status, political ideology, race, sex, sexual orientation and religious, non-religious, or spiritual beliefs.
- Refrain from prejudicial language and discriminating behavior and challenge stereotypes when others speak in derogatory generalizations.
- Foster intercultural dialogues, examine individual biases, and critically analyze intersections of privilege and oppression.
- Expand students' understanding of cultural diversity by helping them explore other cultures through researching and participating in/supporting community events.
- Demonstrate empathy in a culturally sensitive manner, to listen, and work to solve problems peacefully.
- Create a community that is a safe environment for all.

SIGNATURES: Signature guarantees knowledge of above stated criteria to be met while providing a field or practicum placement for University of Iowa social work students. Additionally, signature indicates the student, practicum instructor and site supervisor (as needed) have discussed placement dates, hours and expectations.

Practicum Instructor

Date

Site Supervisor (if needed)

Date

Student

Date

UISSW Practicum Administrator

Date