

School of Social Work

Specialist Practicum Checklist – initial agency visit

Student

Agency

Practicum Instructor

Site Supervisor

UI Practicum Liaison

Semester & Year

A. Review / Discuss:

- Employment-based placements only: how activities are developing student toward MSW-level practice and their professional goals; confirm practicum supervision meetings are separate from employment-supervision meetings
- Requirements: weekly supervision, requisite hours, learning contract, practice opportunities
- Liaison role: roles, responsibilities, oversight process – private or additional visits
- Evaluation / grading
- Student conduct: review checklist, expectations
- Advancement policy

B. Review student's proposed learning plan:

- All competency indicators included: Yes No
- Learning activities measurable and sufficiently numerous: Yes No
- Revisions needed: Yes No Due date:

C. Next agency visit:

Date:

Time:

D. Other issues:

Signatures:

Student

Date

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