



School of Social Work
 Practicum Education Program
 Chico, CA 95929-0550
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 www.csuchico.edu

**SAMPLE
 BSW/Foundation
 Student Learning Contract**

Student Name:	Date:
Placement Agency Name:	
Practicum Instructor:	Email:
Faculty Liaison:	Email:
Weekly Schedule for Practicum Hours:	

Total Hours: This practicum involves a total of _____ hours to be completed between _____ and _____ (specify dates). Practicum hours must be scheduled relatively evenly each week throughout the academic term. No time should be scheduled during university holidays or semester breaks unless approved in advance by the Faculty Liaison and/or Director of Practicum Education. BSW/MSW Foundation students may complete a maximum of 16 hours per week. If circumstances require a student to increase the maximum number of hours allowed per week written permission must be obtained from both the Practicum Instructor and Faculty Liaison.

Supervisory Meetings: A weekly supervisory meeting between the student and the practicum instructor will be scheduled on _____ (day) at _____ (specify time).

Terms and Conditions:

1. The Learning Contract must be completed by the assigned due date in the course syllabus- no exceptions.
2. This Learning Contract may be revised with the consent of all parties. Revisions must be in writing and signed by the Practicum Instructor, Faculty Liaison, and student. The Learning Contract should be periodically reviewed during the practicum to determine whether revisions are necessary.
3. The parties agree to adhere to the established policies and procedures of the Practicum Education Handbook. The Director of Practicum Education may be contacted for updates and to address any questions that arise pertaining to policies and procedures related to the BSW/MSW Foundation practicum.

The following competencies and corresponding practice behaviors have been established by the Council on Social Work Education and will serve as learning objectives. Please list three to five **learning activities** under each competency that will facilitate the student’s professional development in each of these areas. Refer to the practice behaviors listed under each competency to identify learning activities that will help students develop knowledge and skills for each competency area.

****Title IV-E Stipend students will need to list the appropriate corresponding CalSWEC behaviors – for specialized practice in public child welfare -**
https://drive.google.com/file/d/1YmcJaRcRe5VZHcuShtl68o8IfR_KW2Ym/view

Competency 1 - Student Demonstrates Ethical and Professional Behavior

In the space below, discuss what activities will be used to demonstrate, monitor & evaluate the following:

- makes ethical decisions by applying the 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
- demonstrates professional demeanor in behavior; appearance; and oral, written, and electronic communication
- uses technology ethically and appropriately to facilitate practice outcomes
- uses supervision and consultation to guide professional judgment and behavior

Learning Activity/Task To Be Assigned	Expected Completion Date (fall, spring, both)	If IV-E recipient, list CALSWEC Behaviors (ex/CW1.1)	*Will the student be required to use a personal vehicle to complete this learning activity/task?
Review agency organization chart and agency policies and procedures manual	Fall	CW 1.1	Yes/No
Attend weekly supervision and prepare agenda	Both	CW 1.2	Yes/No
Arrive at placement site no later than 8:30am, dressed business casual	Both	CW 1.1	Yes/No
Attend and appropriately participate in weekly staff meeting	Both	CW 1.5	Yes/No
Complete agency documentation with accuracy and in a timely manner	Both	CW 1.7	Yes/No

Competency 2- Student Advances Human Rights and Social, Racial, Economic, and Environmental Justice

In the space below, discuss what activities will be used to demonstrate, monitor & evaluate the following:

- advocates for human rights at the individual, family, group, organizational, and community system levels

- engages in practices that advance human rights to promote social, racial, economic, and environmental justice

Learning Activity/Task To Be Assigned	Expected Completion Date (fall, spring, both)	If IV-E recipient, list CALSWEC Behaviors (ex/CW3.1)	*Will the student be required to use a personal vehicle to complete this learning activity/task?
Identify issues of oppression and discrimination observed with at least three client systems	Fall	CW 3.1	Yes/No
Identify cultural/social/economic needs of at least three client systems when making referrals and match resources accordingly	Fall	CW 3.1	Yes/No
Attend at least one political event that will affect the agency's services or population served	Fall	CW 3.2	Yes/No

Competency 3 - Student Engages Anti-Racism, Diversity, Equity, and Inclusion (ADEI) in Practice

In the space below, discuss what activities will be used to demonstrate, monitor & evaluate the following:

- demonstrates anti-racist and anti-oppressive social work practice at the individual, family, group, organizational, community, research, and policy levels
- demonstrates cultural humility by applying critical reflection, self-awareness, and self-regulation to manage the influence of bias, power, privilege, and values in working with clients and constituencies, acknowledging them as experts of their own lived experiences

Learning Activity/Task To Be Assigned	Expected Completion Date (fall, spring, both)	If IV-E recipient, list CALSWEC Behaviors (ex/CW2.1)	*Will the student be required to use a personal vehicle to complete this learning activity/task?
Research three articles relevant to diversity that affects client populations served by the agency	Fall	CW 2.1	Yes/No
Attend diversity awareness training offered by agency	Fall	CW 2.2	Yes/No

Student will record personal reactions and cultural practices observed while shadowing agency staff working with client population	Fall	CW 2.4	Yes/No
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Competency 4 - Student Engages in Practice-Informed Research and Research-Informed Practice

In the space below, discuss what activities will be used to demonstrate, monitor & evaluate the following:

- applies research findings to inform and improve practice, policy, and programs
- identifies ethical, culturally informed, anti-racist, and anti-oppressive strategies that address inherent biases for use in quantitative and qualitative research methods to advance the purposes of social work

Learning Activity/Task To Be Assigned	Expected Completion Date (fall, spring, both)	If IV-E recipient, list CALSWEC Behaviors (ex/CW4.1)	*Will the student be required to use a personal vehicle to complete this learning activity/task?
Research and read three to five articles related to population served	Fall	CW 4.1	Yes/No
Interview three agency staff and discuss best practices	Fall	CW 4.2	Yes/No
Identify research activities utilized by agency for program evaluation	Fall	CW 4.3	Yes/No

Competency 5 – Student Engages in Policy Practice

In the space below, discuss what activities will be used to demonstrate, monitor & evaluate the following:

- uses social justice, anti-racist, and anti-oppressive lenses to assess how social welfare policies affect the delivery of and access to social services
- applies critical thinking to analyze, formulate, and advocate for policies that advance human rights and social, racial, economic, and environmental justice

Learning Activity/Task To Be Assigned	Expected Completion Date (fall, spring, both)	If IV-E recipient, list CALSWEC Behaviors (ex/CW5.1)	*Will the student be required to use a personal vehicle to complete this learning activity/task?
Attend agency advisory board meeting and record policies discussed	Fall	CW 5.2	Yes/No
Ready agency policy manual and develop understanding of policy impact on agency service delivery	Fall	CW 5.1	Yes/No
Attend Legislative Lobby Days	Spring	CW 5.3	Yes/No
Research any current legislation that will impact agency and prepare fact sheet regarding impact of legislation	Spring	CW 5.4	Yes/No

Competency 6 – Student Engages with Individuals, Families, Groups, Organizations, and Communities

In the space below, discuss what activities will be used to demonstrate, monitor & evaluate the following:

- applies knowledge of human behavior and person-in-environment, as well as interprofessional conceptual frameworks, to engage with clients and constituencies
- uses empathy, reflection, and interpersonal skills to engage in culturally responsive practice with clients and constituencies

Learning Activity/Task To Be Assigned	Expected Completion Date (fall, spring, both)	If IV-E recipient, list CALSWEC Behaviors (ex/CW6.1)	*Will the student be required to use a personal vehicle to complete this learning activity/task?
Shadow three staff members on home visit and observe engagement skills used	Fall	CW 6.1	Yes/No
Demonstrate effective use of empathy and interviewing skills	Fall	CW 6.4	Yes/No
Review 2 training videos and/or 3 research articles on best practices for engagement with client systems.	Fall	CW 6.2	Yes/No

Identify elements of transference/countertransference that emerge when engaging with client systems.	Fall	CW 6.4	Yes/No
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Competency 7 – Student Assesses Individuals, Families, Groups, Organizations, and Communities

In the space below, discuss what activities will be used to demonstrate, monitor & evaluate the following:

- applies theories of human behavior and person-in-environment, as well as other culturally responsive and interprofessional conceptual frameworks, when assessing clients and constituencies
- demonstrates respect for client self-determination during the assessment process by collaborating with clients and constituencies in developing a mutually agreed-upon plan

Learning Activity/Task To Be Assigned	Expected Completion Date (fall, spring, both)	If IV-E recipient, list CALSWEC Behaviors (ex/CW7.1)	*Will the student be required to use a personal vehicle to complete this learning activity/task?
Observe three to five agency staff completing client assessments	Fall	CW 7.1	Yes/No
Review five to ten client files, assessing for evidence of client goals and comparing with intervention plans	Spring	CW 7.3	Yes/No
Review practice text/articles on assessment strategies.	Spring	CW 7.1	Yes/No
Complete three to five written assessment tools and supporting progress notes.	Spring	CW 7.2	Yes/No

Competency 8 – Student Intervenes with Individuals, Families, Groups, Organizations, and Communities

In the space below, discuss what activities will be used to demonstrate, monitor & evaluate the following:

- engages with clients and constituencies to critically choose and implement culturally responsive, evidence-informed interventions to achieve client and constituency goals
- incorporates culturally responsive methods to negotiate, mediate, and advocate with and on behalf of clients and constituencies

Learning Activity/Task To Be Assigned	Expected Completion Date (fall, spring, both)	If IV-E recipient, list CALSWEC Behaviors (ex/CW8.1)	*Will the student be required to use a personal vehicle to complete this learning activity/task?
Research and read three articles/text chapters on termination and transitions, identifying case transition and closure strategies	Spring	CW 8.4	Yes/No
Work collaboratively with agency staff and clientele to develop and provide 4 treatment interventions addressing clients' presenting issues.	Spring	CW 8.3	Yes/No
Attend 2 multidisciplinary team meetings to work collaboratively with treatment providers.	Spring	CW 8.2	Yes/No

Competency 9 – Student Evaluates Practice with Individuals, Families, Groups, Organizations, and Communities

In the space below, discuss what activities will be used to demonstrate, monitor & evaluate the following:

- selects and uses culturally responsive methods for evaluation of outcomes
- critically analyzes outcomes and applies evaluation findings to improve practice effectiveness with individuals, families, groups, organizations, and communities

Learning Activity/Task To Be Assigned	Expected Completion Date (fall, spring, both)	If IV-E recipient, list CALSWEC Behaviors (ex/CW9.1)	*Will the student be required to use a personal vehicle to complete this learning activity/task?
Administer 3-5 session/service evaluation tools to client system	Spring	CW 9.1	Yes/No
Review 5 evaluation tools in client file	Fall	CW 9.2	Yes/No

Research 4 evaluation instruments that could be utilized at agency	Fall	CW 9.3	Yes/No
Review 2 HBSE models that facilitate case conceptualization	Spring	CW 9.2	Yes/No

***If a student will be required to use a privately-owned vehicle, the agency is required to obtain proof of a valid California driver’s license, automobile registration, and insurance meeting the State of California minimum requirements from the student.**

Signatures: The parties acknowledge their understanding and consent to this Learning Contract with their signatures below.

Student

Date

Practicum Instructor

Date

Agency Task Supervisor

Date

Faculty Liaison

Date