Outline of Key Elements

1. Introduction
   A. Identify the case, your level of involvement in the case, and whether it is a micro, mezzo, or macro level case.
   B. Discuss the presenting problem and relevant client information.

2. Diversity & Social Justice
   A. Discuss how aspects of diversity impacted the case including the client’s experiences with life, experience with the presenting problem, relationship with the agency, relationship with you and your co-workers, and any other issues related to diversity and inclusion, power and privilege.
   B. Clearly explain how you considered the client’s culture, race, ethnicity, sexual orientation, gender, gender expression, social class, religion, age, or disability. How did you or could you have appropriately responded to your work with this client in the context of culturally humble practice.

3. Values and Ethics
   Discuss one ethical issue that arose (or could have arisen) in this case and how the NASW Code of Ethics informed your work.

4. Literature Review
   Provide an integrated overview of the research and/or conceptual literature related to this case. Specifically, describe how issues related to this presenting problem have been addressed in the literature. Provide a discussion of the literature that guides your understanding of the population and/or the problem, and interventions that could be or were used in this case. You should review and cite a minimum of three peer-reviewed articles, at least one of which should be an empirical research study.

5. Human Behavior & the Social Environment
   Discuss a theoretical framework that did or could have guided your work on this case. Discuss how the theory offers insight about the client, the population group, the problem and/or the intervention you chose. Be sure to choose a theory that helped you to understand the client in their environment. Make sure to clearly tie the theory to your case.

6. Practice
   Describe the intervention, why it was chosen, what you did, how it worked, why it was appropriate for this client, and discuss an alternative intervention that could have been used, based on what you learned and discussed in the literature review and from your theoretical framework.

7. Outcome Evaluation
   How did you, or could you have, evaluated the intervention to determine if it was successful? This should include a discussion of what success might mean in this case.

8. Policy
Discusses how at least one federal, state, county, local or agency policy had an impact on this case. You can discuss how it shaped the work you did, how it shapes the life/lives of the client(s), how it affects the work that the agency does, etc.

9. Reflection
Discuss what you learned from this case that might shape the work you do in the future, what you still need to know to work with this client population, problem and/or intervention, and how you plan to continue to learn this material in the future.