



School of Social Work  
 Field Education Program  
 Chico, CA 95929-0550  
 Phone: (530)-898-5632 Fax (530)-898-5574  
 www.csuchico.edu

**SAMPLE  
 MSW Concentration  
 Student Learning Contract**

<b>Student Name:</b>	<b>Date:</b>
<b>Placement Agency Name:</b>	
<b>Agency Field Instructor:</b>	<b>Email:</b>
<b>Field Liaison:</b>	<b>Email:</b>
<b>Weekly Schedule for Practicum Hours:</b>	

**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 Field Liaison and/or Director of Field Education. Concentration year students may complete a maximum of 24 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 Agency Field Instructor and Faculty Field Liaison.

**Supervisory Meetings:** A weekly supervisory meeting between the student and the agency field 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 Agency Field Instructor, Field 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 MSW Field Education Program. These are described in the Field Education Handbook. The Director of Field Education may be contacted for updates and to address any questions that arise pertaining to policies and procedures related to the BSW 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, Mental Health, and Gerontology stipend students will need to list the appropriate corresponding CalSWEC behaviors. CalSWEC Curriculum Competencies are provided on the field website: <http://www.csuchico.edu/swrk/field-education/competencies.shtml>**

**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
- Uses reflection and self-regulation to manage personal values and maintain professionalism in practice situations
- 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)	IV-E/MH/Gero only - list CalSWEC Behaviors (ex/CW1.1, BH1.1 or AG1.1)	*Will the student be required to use a personal vehicle to complete this learning activity/task?
Develop an ethical decision making tree congruent with agency protocol	Fall	CW 1.7	Yes/No
Describe HIPAA regulations to each client served	Both	CW 1.7	Yes/No
Participate in three individual meetings with clients and journal about personal values they were aware of experiencing	Fall	CW 1.4	Yes/No

**Competency 2- Students Engage Diversity and Difference in Practice**

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

- Applies and communicates understanding of the importance of diversity and difference in shaping life experiences in practice at the micro, mezzo, and macro levels
- Presents themselves as learners and engages clients and constituencies as experts of their own experiences
- Applies self-awareness and self-regulation to manage the influence of personal biases and values in working with diverse clients and constituencies

<b>Learning Activity/Task To Be Assigned</b>	<b>Expected Completion Date (fall, spring, both)</b>	<b>IV-E/MH/Gero only - list CalSWEC Behaviors (ex/CW2.1, BH2.1 or AG2.1)</b>	<b>*Will the student be required to use a personal vehicle to complete this learning activity/task?</b>
Research three articles relevant to diversity that affects a client population the student has not previously worked with	Fall	CW 2.4	Yes/No
Prepare a diversity awareness training for agency staff	Spring	CW 2.1	Yes/No
Student will record personal reactions and cultural practices implemented with clients served	Fall	CW 2.2	Yes/No

### **Competency 3 - Students Advance Human Rights and Social, Economic, and Environmental Justice**

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

- Applies their understanding of social, economic, and environmental justice to advocate for human rights at the individual and system levels
- Engages in practices that advance social, economic, and environmental justice

<b>Learning Activity/Task To Be Assigned</b>	<b>Expected Completion Date (fall, spring, both)</b>	<b>IV-E/MH/Gero only - list CalSWEC Behaviors (ex/CW3.1, BH3.1 or AG3.1)</b>	<b>*Will the student be required to use a personal vehicle to complete this learning activity/task?</b>
Identify cultural/social/economic needs of client population serviced by agency and organize agency effort to address needs	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 4 - Students Engage in practice-informed Research and Research-informed Practice**

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

- Uses practice experience and theory to inform scientific inquiry and research
- Applies critical thinking to engage in analysis of quantitative and qualitative research methods and research findings

- Uses and translates research evidence to inform and improve practice, policy, and service delivery

<b>Learning Activity/Task To Be Assigned</b>	<b>Expected Completion Date (fall, spring, both)</b>	<b>IV-E/MH/Gero only - list CalSWEC Behaviors (ex/CW4.1, BH4.1 or AG4.1)</b>	<b>*Will the student be required to use a personal vehicle to complete this learning activity/task?</b>
Research and read three to five articles related to population served	Fall	CW 4.2	Yes/No
Provide staff training on research completed	Fall	CW 4.4	Yes/No
Identify agency program that has little data to support interventions used and identify program evaluation to address this need	Spring	CW 4.1	Yes/No

### **Competency 5 – Students Engage in Policy Practice**

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

- Identifies social policy at the local, state, and federal level that impacts well-being, service delivery, and access to social services
- Assesses how social welfare and economic policies impact the delivery of and access to social services
- Applies critical thinking to analyze, formulate, and advocate for policies that advance human rights and social, economic, and environmental justice

<b>Learning Activity/Task To Be Assigned</b>	<b>Expected Completion Date (fall, spring, both)</b>	<b>IV-E/MH/Gero only - list CalSWEC Behaviors (ex/CW5.1, BH5.1 or AG5.1)</b>	<b>*Will the student be required to use a personal vehicle to complete this learning activity/task?</b>
Attend agency advisory board meeting and record policies discussed	Fall	CW 5.2	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, provide this overview to agency staff during a staff meeting	Spring	CW 5.1	Yes/No

## Competency 6 – Students Engage 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 the social environment, person-in-environment, and other multidisciplinary theoretical frameworks to engage with clients and constituencies
- Uses empathy, reflection, and interpersonal skills to effectively engage diverse clients and constituencies

Learning Activity/Task To Be Assigned	Expected Completion Date (fall, spring, both)	IV-E/MH/Gero only - list CalSWEC Behaviors (ex/CW6.1, BH6.1 or AG6.1)	*Will the student be required to use a personal vehicle to complete this learning activity/task?
Develop list of questions/comments to elicit client input for developing treatment goals. Use this list to develop 5-7 interventions that reflect client/consumer input	Spring	CW 6. 1	Yes/No
Identify elements of transference/countertransference that emerge when engaging with client systems.	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

## Competency 7 – Students Assess Individuals, Families, Groups, Organizations, and Communities

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

- Collects and organizes data, and applies critical thinking to interpret information from clients and constituencies
- Applies knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in the analysis of assessment data from clients and constituencies

- Develops mutually agreed-on intervention goals and objectives based on the critical assessment of strengths, needs, and challenges within clients and constituencies
- Selects appropriate intervention strategies based on the assessment, research knowledge, and values and preferences of clients and constituencies

Learning Activity/Task To Be Assigned	Expected Completion Date (fall, spring, both)	IV-E/MH/Gero only - list CalSWEC Behaviors (ex/CW7.1, BH7.1 or AG7.1)	*Will the student be required to use a personal vehicle to complete this learning activity/task?
Review five to ten client files, assessing for evidence of client goals and comparing with intervention plans	Spring	CW 7.3	Yes/No
Observe three to five agency staff completing client assessments	Fall	CW 7.1	Yes/No
Complete three to five written assessment tools and supporting progress notes.	Spring	CW 7.4	Yes/No

### Competency 8 – Students Intervene with Individuals, Families, Groups, Organizations, and Communities

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

- Critically chooses and implements interventions to achieve practice goals and enhance capacities of clients and constituencies
- Applies knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in interventions with clients and constituencies
- Uses inter-professional collaboration as appropriate to achieve beneficial practice outcomes
- Negotiates, mediates, and advocates with and on behalf of diverse clients and constituencies
- Facilitates effective transitions and endings that advance mutually agreed-on goals

Learning Activity/Task To Be Assigned	Expected Completion Date (fall, spring, both)	IV-E/MH/Gero only - list CalSWEC Behaviors	*Will the student be required to use a personal vehicle to complete this learning activity/task?
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	<b>spring, both)</b>	<b>(ex/CW8.1, BH8.1 or AG8.1)</b>	<b>complete this learning activity/task?</b>
Develop timeline for termination activities for 5-7 clients	Spring	CW 8.4	<b>Yes/No</b>
Identify and review 3 theoretical models that are evidenced based for working with client systems	Spring	CW 8.1	<b>Yes/No</b>
Manage a caseload of 3-7 clients	Spring	CW 8.3	<b>Yes/No</b>

**Competency 9 – Students Evaluate 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 appropriate methods for evaluation of outcomes
- Applies knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in the evaluation of outcomes
- Critically analyzes, monitors, and evaluates intervention and program processes and outcomes
- Applies evaluation findings to improve practice effectiveness at the micro, mezzo, and macro levels

<b>Learning Activity/Task To Be Assigned</b>	<b>Expected Completion Date (fall, spring, both)</b>	<b>IV-E/MH/Gero only - list CalSWEC Behaviors (ex/CW9.1, BH9.1 or AG9.1)</b>	<b>*Will the student be required to use a personal vehicle to complete this learning activity/task?</b>
Administer 3-5 session/service evaluation tools to client system	Spring	CW 9.2	<b>Yes/No</b>
Review 5 evaluation tools in client file bringing 3 questions for further exploration with supervisor	Fall	CW 9.3	<b>Yes/No</b>
Research instruments that 3 other counties/agencies are utilizing	Spring	CW 9.3	<b>Yes/No</b>
Attend 3 Quality Management meetings to review program	Spring	CW 9.2	<b>Yes/No</b>

evaluation issues at local, state and federal level.			
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**\*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.

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Student

Date

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Agency Field Instructor

Date

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Agency Task Supervisor

Date

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Field Liaison

Date