

Winter 2020

Course Number	SOWK 412 B09-B12	Classroom	In the field
Course Name	Practicum II		
Day(s)	Tuesday - Friday	Time	Full days
Instructor (Faculty Liaison)	Julie Mann-Johnson Leeann Hilsen Sherri Tanchak Heather Boynton	Office Hours/Location	By appointment
E-mail	mannj@ucalgary.ca lhilsen@ucalgary.ca sltancha@ucalgary.ca hboynto@ucalgary.ca	Phone	780-492-4724 780-492-0893 780-492-4557 780-492-2520
SYLLABUS STATEMENT			
Application of professional theory and skills in supervised social work practice settings.			
COURSE DESCRIPTION			
<p>This course is designed to give students an intensive experience in the delivery of social work in a specific practice setting. Students, as learners, are provided with opportunities to continue the development of their practice skills, the acquisition and application of knowledge, and the formation of a professional identity to a level appropriate for an entry-level professional practitioner. Students will be expected to assume responsibility for a moderate-sized workload, and to perform competently with minimal support under the supervision of a field instructor.</p> <p>This course is equivalent to three half courses and must be taken concurrently with SOWK 413: Integrative Practice Seminar.</p> <p>As the final field experience in the BSW program, the senior practicum supports students' preparation for entry-level professional social work positions. Students have opportunities to apply generalist knowledge and theories, while exploring ethics, values, skill development and an emerging professional social work identity. Emphasis is placed on personal and professional development, integrating theory and practice, and on building purposeful practice.</p> <p>Please refer to the BSW Field Education Manual and the BSW Field Education Policy Manual (2019) for field education policies generally and senior practicum policies and procedures specifically. The Field Education Manual can be found at: https://fsw.ucalgary.ca/files/fsw/2019-field-education-manual_0.pdf</p>			

CLASS SCHEDULE

Key logistical information about SOWK 412:

COURSE LEARNING OUTCOMES

The BSW Field Education Policy Manual (appendix 1) provides detailed information about the practice objectives and activities in Social Work 412: Senior practicum. Briefly, the 5 learning objectives for the course are:

- **Professional Social Work Identity:** Students will develop a professional identity in accordance with the values and ethics of the social work profession.
- **Generalist Practice:** Students will demonstrate knowledge and skills of generalist practice, using a variety of social work roles.
- **Reflective Practice:** Students will practice reflectively and apply methods of critical thinking and inquiry to their social work practice.
- **Competence with Diversity:** Students will demonstrate knowledge about and ability to provide effective service to clients who are diverse by age, culture, gender, needs, sexual orientation, socioeconomic status, geography and/or lifestyle.
- **Social Policy and Social Justice:** Students will learn how social policies influence the agency, clients and communities. They will understand various forms of oppression and develop practice orientations and frameworks in keeping with social justice outcomes.

LEARNING RESOURCES

REQUIRED TEXTBOOKS AND/OR READINGS

There is no required textbook.

LEARNING TECHNOLOGIES AND REQUIREMENTS

Students will be required to access the IPT system and complete required documents on this platform. Login information will be sent to all students at the beginning of term.

RELATIONSHIP TO OTHER COURSES

BSW field education is intended to be consistent with and complementary to the classroom-based coursework of the BSW curriculum. The learning outcomes for the senior practicum reflect the objectives of the undergraduate curriculum. Students generally take SOWK 412 in their final semester in the program, allowing optimal opportunities for integration of classroom-based learning and field experience.

Practicum II is directly linked and taken concurrently with SOWK 413, Integrative Practice Seminar.

- SOWK 412 requires students to be in placement for 400 hours. Typically, students are in their practicum settings Tuesday through Friday, 7.75 hours each day, for the entire 13 weeks of the semester. With appropriate approvals, alternative arrangements may be negotiated.
- Each student has an agency-based field supervisor who provides orientation to the field setting, assigns and directs practice activities, provides supervision and facilitates opportunities for integrating theory with social work practice. The field supervisor also evaluates the student's progress and learning.
- Students receive a minimum of 2 hours per week of educational supervision from the field supervisor. Students are expected to prepare for and actively participate in supervision.
- Each student is linked with a faculty liaison who is the instructor-of-record for the practicum course and integrative seminar. Faculty liaisons consult as needed with students and Instructors, and usually make initial, mid-course, and sometimes, final visits to the practicum placement (generally face-to-face, occasionally electronically).

Date	Topic	Readings/Assignments Due
January 13	First week of practicum. Orientation Learning plan formulation. Responsibilities of student in practicum signed.	Initial learning plan review appointments to be confirmed.
January 20		
January 27	Document initial/preliminary impressions of IPT by student and field instructor.	Learning Agreement Finalized
February 3	Initial Visits held	
February 10		
February 17	Reading Week	
February 24		
March 2	Midterm visits held.	Midterm evaluations completed
March 9		
March 16		
March 23		
March 30		
April 6 and 7	Capstone Presentations	
April 13		Final evaluations completed

ADDITIONAL CLASSROOM CONDUCT AND RELATED INFORMATION

The study of social work practice places students in a position of special trust with professional social workers and their clients. The Faculty recognizes that social work education occurs both inside and outside the classroom and has the responsibility to ensure that its graduates are competent and ethical.

Behaviour that causes the Field Instructor, Faculty Liaison or student to question the student's potential to achieve the practicum objectives or practice ethically as a professional social worker will result in a thorough review. A student's impaired judgment, non-academic misconduct, failure to

adhere to the CASW Code of Ethics or ACSW Standards of Practice and/or engagement in irresponsible behaviour may result in the student being placed at risk of failure.

ASSESSMENT COMPONENTS

- The learning plan guides the student learning and development throughout the practicum; this is the foundational document upon which development needs are articulated and assessed.
- Students are expected to familiarize themselves with IPT and document their learning plan through this tool.
- This is a pass/fail course
- Evaluation is considered an ongoing process intended to highlight students' strengths and learning needs. Formal assessment of students' needs and progress occurs at the beginning, middle, and end of the placement. Evaluation processes and policies for SOWK 412 are detailed in the Course Book and the BSW Field Education Manual. Briefly, these are:

Learning Plan – During the first few weeks in practicum, the student, in consultation with the field instructor and faculty liaison, develops a plan for development toward achieving the 5 practice objectives of SOWK 412. The plan is tailored to the student's interests and needs and includes activities the student will undertake to learn and demonstrate competence in the objectives. Copies of the field education manual (201) are available through the Faculty's web site at https://fsw.ucalgary.ca/files/fsw/2019-field-education-manual_0.pdf. The learning plan is meant to scaffold learning and development opportunities, with the intent that students should be moving toward independence by the midterm point of the practicum.

Preliminary Impressions – Field Instructors and students are asked to evaluate preliminary impressions of the practicum by the end of the second week in placement. Recording preliminary impressions is intended to support the student's development of reflective self-evaluation, and to facilitate discussion of the student's strengths and potential areas of concern. This should be submitted through the online data base and coincides with the timing of the Faculty Liaison's first agency visit.

Mid-Course Evaluation Report – At the halfway point in the practicum, a written mid-course evaluation is prepared by the student and field supervisor. The student's achievement of the activities described in the learning agreement is reviewed, and the student and field supervisor rate and comment on the student's performance in each practice area. The student's progress is considered during the mid-semester meeting with the faculty liaison. A determination regarding whether the student is meeting or failing to meet practicum requirements is made. Minimum achievement for meeting practicum requirements is included in the Field Education Manual. If necessary, a remedial plan can be put into place.

Final Evaluation Report – At the end of the practicum, the student, field supervisor and faculty liaison provide ratings and overall comments regarding the student's performance. A determination regarding whether or not the student has met or failed to meet practicum requirements is made. Detailed practicum requirements are included in the BSW Field Education Manual.

ATTENDANCE AND PARTICIPATION EXPECTATIONS

Please advise your Field Instructor if you will be missing practicum for any reason. Additionally, advise your Field Liaison if you will be missing for than three days in practicum.

GRADING

The Faculty Liaison, as instructor-of-record, has final responsibility for assigning student grades. Students received a CR (Completed Requirements) or F(Fail) as a grade for this course. Concerns regarding a student's performance in practicum at any point in the semester may result in the student being identified at risk for failing practicum.

Policies and procedures related to at-risk situations are detailed in the BSW Field Education Manual found at https://fsw.ucalgary.ca/files/fsw/2019-field-education-manual_0.pdf

The University of Calgary **Undergraduate Grading System** and Faculty of Social Work Percentage Conversion will be used.

Grade	Grade Point	Description	Percentage Range
A+	4.0	Outstanding	95 - 100
A	4.0	Excellent – superior performance, showing comprehensive understanding of subject matter	95 – 100
A-	3.7		90 – 94
B+	3.3		85 – 89
B	3.0	Good – clearly above average performance with knowledge of subject matter generally complete	80 – 84
B-	2.7		75 – 79
C+	2.3		70 – 74
C	2.0	Satisfactory – basic understanding of subject matter	65 – 69
C-	1.7		60 – 64
D+	1.3		55 – 59
D	1.0	Minimal Pass – marginal performance	50 – 54
F	0.0	Fail – unsatisfactory performance or failure to meet course requirements	Below 50

WITHDRAWAL DATES

No refunds for withdrawal from **winter session half-courses** after January 23, 2020. The last day to add or swap winter session half-courses is January 24, 2020. The last day to withdraw with permission from winter session half-courses is April 15, 2020.

The last day to drop **winter session block week courses** is January 6, 2020 or the last day to withdraw with permission from winter session block week courses is January 10, 2020.

The Undergraduate Academic Schedule for 2019-2020 can be viewed at <http://www.ucalgary.ca/pubs/calendar/current/index.html>. The online version of the academic schedule supersedes the information on this course outline.

The Graduate Academic Schedule for 2019-2020 can be viewed at <http://www.ucalgary.ca/pubs/calendar/grad/current/index.html>. The online version of the academic schedule supersedes the information on this course outline.

COURSE EVALUATION

Student feedback will be sought at the end of the course through the standard University and Faculty of Social Work course evaluation forms.

Students are welcome to discuss the process and content of the course at any time with the instructor.

Students are encouraged to complete practicum evaluation forms on IPT.

Students are welcome to discuss the process and content of the practicum at any time with the faculty liaison.

ADDITIONAL SUGGESTED READINGS

UNIVERSITY OF CALGARY POLICIES AND SUPPORTS

PROFESSIONAL CONDUCT

As members of the University community, students and staff are expected to demonstrate conduct that is consistent with the University of Calgary Calendar <http://www.ucalgary.ca/pubs/calendar/current/k-2.html>

Students and staff are also expected to demonstrate professional behaviour in class that promotes and maintains a positive and productive learning environment. Consistent with the aims of the Social Work Program and the University of Calgary, all students and staff are expected to respect, appreciate, and encourage expression of diverse world views and perspectives; to offer their fellow community members unconditional respect and constructive feedback; and to contribute to building learning communities that promote individual and collective professional and personal growth. While critical thought and debate is valued in response to concepts and opinions shared in class, feedback must always be focused on the ideas or opinions shared and not on the person who has stated them.

Students and staff are expected to model behaviour in class that is consistent with our professional values and ethics, as outlined in the Canadian Association for Social Workers, Code of Ethics (2005) and the Alberta College of Social Work Standards of Practice (2019). Both can be found online at: <https://acsw.ab.ca/site/practice-resources?nav=sidebar>

ACADEMIC ACCOMMODATION

It is the student's responsibility to request academic accommodations according to the University policies and procedures. Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services (SAS). SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit www.ucalgary.ca/access/. Students who require an accommodation in relation to their coursework based on a protected ground other than disability should communicate this need in writing to their Instructor. The full policy on Student Accommodations is available at <http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy.pdf>.

RESEARCH ETHICS

"If a student is interested in undertaking an assignment that will involve collecting information from members of the public, they should speak with the course instructor and consult the CFREB Ethics Website (<http://www.ucalgary.ca/research/researchers/ethics-compliance/cfreb>) before beginning the assignment.

ACADEMIC MISCONDUCT

For information on academic misconduct and its consequences, please see the University of Calgary Calendar at <http://www.ucalgary.ca/pubs/calendar/current/k.html>

INSTRUCTOR INTELLECTUAL PROPERTY

Course materials created by professor(s) (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the professor(s). These materials may NOT be reproduced, redistributed or copied without the explicit consent of the professor. The posting of course materials to third party websites such as note-sharing sites without permission is

prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing.

COPYRIGHT LEGISLATION

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright.pdf) and requirements of the copyright act (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>) to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

Student information will be collected in accordance with typical (or usual) classroom practice. Students' assignments will be accessible only by the authorized course faculty. Private information related to the individual student is treated with the utmost regard by the faculty at the University of Calgary.

SEXUAL VIOLENCE POLICY

The University recognizes that all members of the University Community should be able to learn, work, teach and live in an environment where they are free from harassment, discrimination, and violence. The University of Calgary's sexual violence policy guides us in how we respond to incidents of sexual violence, including supports available to those who have experienced or witnessed sexual violence, or those who are alleged to have committed sexual violence. It provides clear response procedures and timelines, defines complex concepts, and addresses incidents that occur off-campus in certain circumstances. Please see the policy available at <https://www.ucalgary.ca/policies/files/policies/sexual-violence-policy.pdf>

OTHER IMPORTANT INFORMATION

Please visit the Registrar's website at: <https://www.ucalgary.ca/registrar/registration/course-outlines> for additional important information on the following:

- **Wellness and Mental Health Resources**
- **Student Success**
- **Student Ombuds Office**
- **Student Union (SU) Information**
- **Graduate Students' Association (GSA) Information**