

Course Number:	SOWK 410 B01	Classroom:	Virtual Learning
Course Name:	Practicum I		
Day(s):	TBD by Agency, Field Instructor and Student	Time:	TBD by Agency, Field Instructor and Student
Instructor:	Jolene Spies BSW, MSW, RSW	Office Hours/Location:	By appointment
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SYLLABUS STATEMENT			
Application of professional theory and skills in a supervised social work practice setting.			
COURSE DESCRIPTION			
<p>This course is designed to give students an intensive experience in the provision of social work service in a specific practice setting. Students, as learners, are provided with opportunities to develop their practice skills, apply and build knowledge, and develop their professional identity under the supervision of a field instructor.</p> <p>The field practicum will focus primarily on the application of the knowledge, values, and skills of a generalist framework to knowledge-directed practice in a purposeful, ethical, and planned way. A learning agreement will be developed by the student that addresses core learning areas, such as generalist practice, diversity and professional ethics and values. Emphasis will be placed on integration of theory and social work practice with professional and personal development.</p> <p>SOWK 410 is the equivalent of two half courses and must be taken concurrently with the Integrative Practicum Seminar (SOWK 411). Alberta Social Work Diploma graduates are exempted from SOWK 410, and students may also receive credit for SOWK 410 by special assessment (see Field Education Policy Manual for details). All students must complete SOWK 412 and SOWK 413. Given the limited number of practicum placements available in rural areas, Learning Circles students may complete the required field practica in one placement.</p> <p>Please refer to the Field Education Manual for additional information relating to the field practicum, including policies, procedures and roles/responsibilities of all involved. The Manual is available at: https://fsw.ucalgary.ca/files/fsw/2019-field-education-manual.pdf</p>			
COURSE LEARNING OUTCOMES			

By the end of practicum, students are expected to exhibit beginning competency (SOWK 410) in each of five Practice Objectives. These are described in detail at the end of this document. Briefly, the 5 learning objectives for the course are:

- *Professional Social Work Identity*: Learners develop a professional identity in accordance with the values and ethics of the social work profession.
- *Generalist Practice*: Learners demonstrate knowledge and skills of generalist practice, using a variety of social work roles.
- *Reflective Practice*: Learners practice reflectively and apply methods of critical thinking and inquiry to their social work practice.
- *Competence with Diversity*: Learners demonstrate knowledge about and ability to provide effective service to diverse clients or communities.
- *Social Policy and Social Justice*: Learners understand how social policies, in various forms, influence the services provided by the agency and, ultimately, clients and communities. Learners understand various forms of oppression and use anti-oppressive frameworks as a basis for practice.

These practice objectives are closely aligned with all Program Objectives of the BSW Program.

LEARNING RESOURCES

LEARNING TECHNOLOGIES AND REQUIREMENTS

The learning agreement and all other forms relating to practicum, including practicum evaluation forms, are available for students, field instructors and faculty liaisons to complete online through the IPT (Intern Placement Tracking) system. Go to: <http://www.runiptca.com>

IPT instructions and login information will be provided at the beginning of the term by e-mail. Please contact Angela Judge-Stasiak (ajudge@ucalgary.ca) if you do not receive this information. A detailed IPT instructions booklet on how to use the IPT database is available at: <https://fsw.ucalgary.ca/files/fsw/2017-ipt-instructions-booklet.pdf>

RELATIONSHIP TO OTHER COURSES

BSW field education is intended to be consistent with and complementary to the classroom-based coursework of the BSW curriculum. SOWK 410 is directly linked and taken concurrently with SOWK 411, Integrative Practice Seminar.

Students who do not receive a CR (completed requirements) grade in the field practicum course may be required to withdraw from the program. A student who is permitted to repeat a field practicum course normally will be required to repeat both the field practicum course and the corresponding Integrative Seminar course.

PRACTICUM STRUCTURE AND SCHEDULE

Each student has an agency-based Field Instructor who provides orientation to the field setting, assigns and directs practice activities, provides supervision and opportunities for integrating theory with social work practice, and evaluates the student's progress and learning. In some cases, the field instructor

may be external to the practicum setting. In these cases, students may receive additional instruction and guidance by a staff member in the setting.

One of us will act as your Faculty Liaison, or instructor-of-record for the practicum course. Faculty Liaisons consult as needed with students and field instructor(s), and usually meet with the student and field instructor(s) at least twice during the term by distance (e.g., phone, Zoom meetings) or face-to-face if possible. We will also be the instructors for the Integrative Seminar (SOWK 411), which is taken concurrently with practicum.

Students are expected to be in field placement for 300 hours in SOWK 410. Students may complete their practice hours on a flexible schedule consistent with their learning needs and resources. The practicum schedule is to be negotiated with the field instructor/agency, approved by the faculty liaison, and documented in the IPT system (more info on next page). The student's time in practicum is spent according to the particular requirements of the setting and learning needs of the student but must include direct and indirect social work practice opportunities as well as educational supervision.

Educational Supervision

Educational supervision is an integral part of the field practicum as it provides opportunities (2 hours per week or 1 hour per 15 hours of practicum) for reflection, review, instruction, and feedback. Students are expected to prepare for and participate fully in supervision, according to the requirements of the field instructor. This may be structured as individual and/or group sessions and directed by your field instructor and/or others depending on the field placement.

Educational supervision includes:

- a. Instruction: integration of knowledge, values, and skills with practice situations;
- b. Supervision: case management and case/project supervision;
- c. Feedback: on progress and professional development; and
- d. Other: instructional seminars/workshops as are available.

Important dates for SOWK 410:

Learning contracts: due at 75 hours of practicum

Midterm evaluations: due at 150 hours of practicum

Last day of practicum: course is completed at 300 practicum hours

Final evaluations: due at 300 hours of practicum

Please note important dates for Winter 2020:

- Block Week: Monday to Friday, January 6-10, 2020
- First Day of Classes: Monday, January 13, 2020
- Winter Break: February 16-22 (as per U of C policy, there cannot be any classes scheduled, assignments due, or any other course requirements during this week in any courses, unless previously approved, such as with SOWK 307 VLC)
- Last Day of Classes: Wednesday, April 15, 2020

ASSESSMENT COMPONENTS				
	Assessment Description & Criteria			
<p>Practice Objective 1: Professional Social Work Identity</p> <p>Learners develop a professional identity in accordance with the values and ethics of the social work profession. Learners will be able to:</p> <ul style="list-style-type: none"> • Demonstrate an understanding of the CASW Code of Ethics and ACSW Standards of Practice. • Use the CASW Code of Ethics and ACSW Standards of Practice to guide practice, including: <ul style="list-style-type: none"> ○ Develop professional relationships and demonstrate respect for clients, research participants, colleagues, administrative personnel, and other stakeholders. ○ Work with clients in ways that respect their right to make independent decisions and participate actively in the helping process. ○ Follow professional and agency protocols for protecting confidentiality. ○ Develop processes for reviewing practice. • Identify ethical dilemmas in practice and apply ethical decision-making processes. • Practice with integrity and demonstrate professionalism in the practicum setting. <p>Practice Objective 2: Generalist Practice</p> <p>Learners demonstrate knowledge and skills of generalist practice, using a variety of social work roles. Learners will be able to:</p> <ul style="list-style-type: none"> • Perform generalist practice roles across settings and populations (resource developer, advocate, educator, clinician, consultant, broker, researcher, project leader, etc.). • Communicate effectively in both oral and written formats. • Demonstrate the ability to effectively engage others. • Complete comprehensive social work assessments (clinical/community). • Demonstrate professional planning and goal setting skills. • Intervene effectively at the individual, group, family, organizational and/or community level. • Collaborate effectively with social work colleagues and professionals from other disciplines. • Evaluate outcomes and services provided. • Recognize and effectively address termination issues. <p>Practice Objective 3: Reflective Practice</p> <p>Learners practice reflectively and apply methods of critical thinking and inquiry to their social work practice. Learners will be able to:</p> <ul style="list-style-type: none"> • Consider the impact of their personal culture, values and beliefs on practice. • Describe areas for personal and professional development. • Identify issues and social structures that influence them and clients/communities served. • Articulate how various forms of knowledge (e.g., scientific, intuitive, experiential) and different kinds of research methods (e.g., qualitative, quantitative, participatory) contribute to social work knowledge and practice. • Identify and critically evaluate theories used to inform their social work practice. • Discuss practice, organizational or project constraints or limitations (e.g., funding, scope, optimization of resources). • Use supervision effectively (e.g., prepare by developing questions, request and remain open to feedback integrate feedback into practice, etc.). 				

Practice Objective 4: Competence with Diversity

Learners demonstrate knowledge about and ability to provide effective service to diverse clients or communities (e.g., diversity of race, class, age, gender, religion, culture, sexual orientation, age, ethnicity, national origin, ability). Learners will be able to:

- Identify how personal and social factors (e.g., personal identities, values, experiences, socialization, social structures, stereotypes, media) influence professional practice with diverse clients and communities.
- Identify and challenge their own personal assumptions, views and stereotypes regarding diversity.
- Describe how they show respect for and work effectively with diverse populations.
- Analyze how the practicum agency/project responds to the needs of diverse clients or communities.
- Adapt the generalist practice model to meet the needs of diverse individuals or groups.

Practice Objective 5: Social Policy and Social Justice

Learners understand how social policies, in various forms, influence the services provided by the agency and, ultimately, clients and communities. Learners understand various forms of oppression and use anti-oppressive frameworks as a basis for practice. Learners will be able to:

- Describe the field agency, including its relevant history, organizational structure, policies, funding sources, key stakeholders, and roles in the community.
- Identify how historical and/or current dynamics and the impact of oppression on populations being served by the agency/project.
- Describe the role of the social worker within a society structured to benefit some groups at the expense of others (e.g., because of race, class, gender, age, etc.).
- Evaluate the impact of agency/social policies on clients and communities, including access to opportunities and quality of life.
- Identify systemic barriers in the organization and/or community that perpetuate oppression and social injustice.
- Advocate for change and justice at individual, organizational and systemic levels.
- Discuss potential social action strategies.
- Describe how they use anti-oppressive frameworks as a basis for practice.

ADDITIONAL ASSESSMENT AND EVALUATION INFORMATION**ATTENDANCE AND PARTICIPATION EXPECTATIONS****Student Attendance in Practicum**

It is expected that students will attend their placements as negotiated with the field instructor/ agency. Students are expected to complete at least 2 full days (16 hours) and no more than 5 full days (40 hours) in placement each week. Students are not expected to attend practicum when they are ill. In the event of illness, please contact your field instructor as soon as possible to inform them you will not be at your practicum due to illness. For more extended absences from practicum (more than 2 days), please contact your faculty liaison as well. Students are responsible for arranging with the agency a convenient time to make up the missed hours required to complete the course.

GRADING

The University of Calgary Undergraduate Grading System and the standard Faculty of Social Work percentage conversion will be used.

A student's final grade for the course is the sum of the separate assignments. It is not necessary to pass each assignment separately in order to pass the course.

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

A student's final grade for the course is the sum of the separate assignments. It is not necessary to pass each assignment separately in order to pass the course.

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.

ADDITIONAL SUGGESTED READINGS

Other readings may be assigned by the instructor and/or shared among students.

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**
- **Emergency Evacuation/Assembly Points**
- **Safewalk**