

WESTERN MICHIGAN UNIVERSITY
School of Social Work

BSW and MSW Foundation Student Field Evaluation

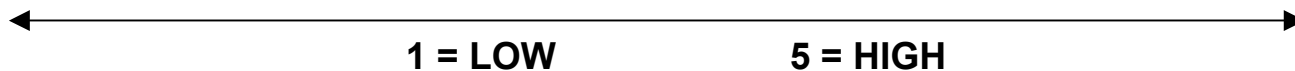
Student:	Student Level: BSW Full-time MSW Extended MSW
Faculty Liaison:	Semester: Fall Spring Summer I Summer II
Field Instructor:	Date: Number of Hours Completed:
Agency:	Work Study: Yes No

Instructions:

This evaluation form is to be used to assess the student's performance for both the first and second semesters of field placement. The instrument has 18 sections that are based on the course objectives for the practicum (SWRK 410/411 and SWRK 671/672). These sections are in bold-faced type, and with the exception of #11, are presented with operationalized items below. Please evaluate the student's performance in field placement by scoring these items using the following scale. Please add individual comments to each section.

SCALE:

- 1= Student consistently fails to meet expectations**
- 2= Occasionally meets expectations**
- 3= Meets expectations**
- 4= Often exceeds expectations**
- 5= Consistently exceeds expectations**
- N/A= Not assessed**



1. RECOGNIZES AND CONTINUALLY EVALUATES OWN ATTITUDES TOWARD DIVERSITY INCLUDING GENDER, RACE, RELIGION, ETHNICITY, CLASS, SEXUAL ORIENTATION, AND DISABILITY AS EVIDENCED BY:

	1	2	3	4	5	NA
Identifying areas of personal discomfort in working with clients who are different from one's self						
Working to improve understanding of diverse clients						
Being aware of and demonstrating behaviors consistent with social workers values						

COMMENTS:

2. DEMONSTRATES AN AWARENESS OF OWN NEEDS AND MOTIVATIONS FOR BECOMING A PROFESSIONAL SOCIAL WORKER AS EVIDENCED BY:

	1	2	3	4	5	NA
Identifying and discussing areas of conflict between personal and professional value systems						
Distinguishing between own need to help others and needs of others in seeking help						

COMMENTS:

1 = LOW

5 = HIGH

3. DEMONSTRATING AN UNDERSTAND OF HOW THE AGENCY FUNCTIONS AS EVIDENCED BY:

	1	2	3	4	5	NA
Describing the agency's mission						
Knowing and following agency procedures and policies appropriately						
Functioning appropriately within formal and informal agency structures						
Recognizing the influence of the broader economic/political context on the agency and its clients						
Describing the impact of resource and funding issues on the agency						

COMMENTS:

4. UNDERSTANDS AND APPLIES AN ECOLOGICAL FRAMEWORK (PERSON-IN-ENVIRONMENT CONTEXT) WHEN:

	1	2	3	4	5	NA
Completing assessments						
Identifying problems						
Problem solving						
Evaluating results of interventions						

COMMENTS:

5. ESTABLISHES, MAINTAINS, AND MANAGES EFFECTIVE HELPING RELATIONSHIPS AS EVIDENCED BY:

	1	2	3	4	5	NA
Forming positive relationships with clients						
Demonstrating techniques of effective listening						
Interpreting and reflecting back to client						
Providing support to clients as needed						
Appropriately confronting clients as needed						
Establishing and maintaining appropriate boundaries with clients						

COMMENTS:

1 = LOW

5 = HIGH

6. SEEKS OUT AND INTERPRETS INFORMATION ESSENTIAL FOR CONDUCTING AN ASSESSMENT AS EVIDENCED BY:

	1	2	3	4	5	NA
Obtaining necessary information						
Interpreting information accurately						
Recording information appropriately; identifying key points without excessive detail						

COMMENTS:

7. GUIDES CLIENT SYSTEMS TO ACHIEVE CHANGES/GOALS THAT ARE BENEFICIAL TO THEM AS EVIDENCED BY:

	1	2	3	4	5	NA
Establishing realistic, mutually agreed upon goals with the client						
Developing a plan of action with client systems that is consistent with the problem assessment						
Periodically reviewing and revising the plan of action						
Evaluating progress towards achieving goals						

COMMENTS:

8. USES INTERVENTIONS WITH CLIENT SYSTEMS APPROPRIATELY AS EVIDENCED BY:

	1	2	3	4	5	NA
Choosing intervention strategies that are appropriate to the problem and client system						
Demonstrating skills related to beginning, middle, and ending phases of intervention						
Describing the intervention plan in relation to social work theories of practice						
Being sensitive to the professional obligation of advocating for clients within human service organizations and advocating appropriately and responsibly						

COMMENTS:

1 = LOW

5 = HIGH

9. DEMONSTRATES AN AWARENESS OF THE CLIENT SYSTEMS' STRENGTHS AND IS ABLE TO HELP THE CLIENT SYSTEM BUILD ON AND USE THEIR STRENGTHS AS EVIDENCED BY:

	1	2	3	4	5	NA
Identifying the client systems' strengths as well as problems						
Developing the interventions that are consistent with and/or enhance the strengths of the client system						

COMMENTS:

10. DEMONSTRATES AWARENESS OF COMMUNITY RESOURCES AND ARE ABLE TO UTILIZE THESE RESOURCES ON BEHALF OF CLIENTS AS EVIDENCED BY:

	1	2	3	4	5	NA
Accessing community resources on behalf of clients' systems						
Following appropriate referral procedures						
Recognizing service gaps and barriers to obtaining service						

COMMENTS:

11.

	1	2	3	4	5	NA
DEMONSTRATES KNOWLEDGE AND ABILITY TO WORK EFFECTIVELY WITH DIVERSE GROUPS, BUILDING ON STRENGTHS						

COMMENTS:

12. DEMONSTRATES AN AWARENESS OF THE ROLES AND CONTRIBUTIONS OF MULTIPLE DISCIPLINES AND SPECIALIZATIONS WORKING IN A COLLABORATIVE RELATIONSHIP AS EVIDENCED BY:

	1	2	3	4	5	NA
Collaborating with others in working with clients						
Developing effective working relationships with others						
Describing the roles and functions of other disciplines						

COMMENTS:

1 = LOW

5 = HIGH

13. DEMONSTRATES INTEGRATION AND APPLICATION OF KNOWLEDGE ACQUIRED IN THE CLASSROOM SETTING TO PRACTICE SITUATIONS AS EVIDENCED BY:

1 2 3 4 5 NA

Using and defining generalist social work concepts appropriately						
Referring to the professional literature						
Discussing classroom material with Field Instructor in regard to practice issues						

COMMENTS:

14. DEMONSTRATES ABILITY TO USE APPROPRIATE ORAL AND WRITTEN COMMUNICATION SKILLS IN ORGANIZING AND RECORDING NECESSARY CLIENT INFORMATION AND COMPLETING ADMINISTRATIVE PAPERWORK REQUIREMENTS AS EVIDENCED BY:

1 2 3 4 5 NA

Expressing self clearly in verbal communication						
Expressing self clearly in written communication						
Completing agency forms and documents correctly						
Completing written work on time						
Organizing and interpreting data correctly						

COMMENTS:

15. FOLLOWS A WRITTEN FIELD PLACEMENT CONTRACT THAT INCORPORATES LEARNING OBJECTIVES, THE STUDENT INTERESTS AND NEEDS, AND REQUIREMENTS OF THE FIELD INSTRUCTOR AND FACULTY LIAISON AS FOLLOWS:

1 2 3 4 5 NA

Completing the learning contract						
Completing tasks specified on the learning contract						
Demonstrating initiative in identifying new learning tasks, when possible, as other tasks are completed						
Updating learning contracts as indicated						

COMMENTS:

1 = LOW

5 = HIGH

16. EFFECTIVELY USES FIELD INSTRUCTION AS EVIDENCED BY:

	1	2	3	4	5	NA
Identifying own learning needs and areas in need of further development						
Showing self-awareness of own values, attitudes, and beliefs as they influence professional behavior						
Appropriately asking for help						
Taking responsibility to prepare and plan for supervision						
Accepting and applying feedback received from Field Instructor						
Assuming responsibility for actions within the agency						
Reflecting and re-evaluating developing practice skills						

COMMENTS:

17. PRACTICES IN ACCORDANCE WITH PROFESSIONAL VALUES AND ETHICS AS EVIDENCED BY:

	1	2	3	4	5	NA
Demonstrating attitudes and behaviors that are consistent with the revised NASW Code of Ethics (1999)						
Respecting confidentiality						
Respecting client self-determination						

COMMENTS:

18. DEMONSTRATES APPROPRIATE WORK BEHAVIORS INCLUDING:

	1	2	3	4	5	NA
Being on time for field and scheduled appointments						
Completing tasks on time						
Maintaining scheduled hours as mutually agreed upon						

COMMENTS:

Primary Field Instructor's Signature Date

Secondary Field Instructor's Signature (if applicable) Date

Faculty Liaison's Signature Date

Student's Signature Date