

**WESTERN MICHIGAN UNIVERSITY SCHOOL OF SOCIAL WORK**

**BSW/MSW Foundation Learning Contract and Evaluation**

<p><b>Competency C1: Demonstrate Ethical and Professional Behavior</b>                  Social workers understand the value base of the profession and its ethical standards, as well as relevant laws and regulations that may impact practice at the micro, mezzo, and macro levels. Social workers understand frameworks of ethical decision-making and how to apply principles of critical thinking to those frameworks in practice, research, and policy arenas. Social workers recognize personal values and the distinction between personal and professional values. They also understand how their personal experiences and affective reactions influence their professional judgment and behavior. Social workers understand the profession’s history, its mission, and the roles and responsibilities of the profession. Social Workers also understand the role of other professions when engaged in inter-professional teams. Social workers recognize the importance of life-long learning and are committed to continually updating their skills to ensure they are relevant and effective. Social workers also understand emerging forms of technology and the ethical use of technology in social work practice.</p>					
Practice Behaviors	Activities or products: How will you demonstrate that you are competent in each practice behavior?	Date Added	Date Completed	1st Semester Evaluation	
				Field Instructor assessment	Student Self-assessment
B1 make 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.	I will review the code of ethics and use it as a guide in my decision making process. I will discuss any ethical dilemmas or questions with my supervisor.				
B2 use reflection and self-regulation to manage personal values and maintain professionalism in practice situations.	I will maintain awareness of my personal values and keep them separate from my professional role				
B3 demonstrate professional demeanor in behavior; appearance; and oral, written, and electronic communication.	I will follow organization dress code. I will continue to maintain professional expectations when communicating with others.				
B4 use technology ethically and appropriately to facilitate practice outcomes.	I will follow organization and University guidelines for appropriate use of technology. I will not engage with clients				

	on social media or use my personal email or phone to contact clients.				
B5 use supervision and consultation to guide professional judgment and behavior.	I will discuss any situation that requires ethical decision making with my field instructor. I will also refer to Empowerment Model to help clients apply strategies for ethical reasoning and principled decisions.				

**Competency C2: Engage Diversity and Difference in Practice**

Social workers understand how diversity and difference characterize and shape the human experience and are critical to the formation of identity. The dimensions of diversity are understood as the intersectionality of multiple factors including but not limited to age, class, color, culture, disability and ability, ethnicity, gender, gender identity and expression, immigration status, marital status, political ideology, race, religion/spirituality, sex, sexual orientation, and tribal sovereign status. Social workers understand that, as a consequence of difference, a person’s life experiences may include oppression, poverty, marginalization, and alienation as well as privilege, power, and acclaim. Social workers also understand the forms and mechanisms of oppression and discrimination and recognize the extent to which a culture’s structures and values, including social, economic, political, and cultural exclusions, may oppress, marginalize, alienate, or create privilege and power.

Practice Behaviors	Activities or products: How will you demonstrate that you are competent in each practice behavior?	Date Added	Date Completed	1st Semester Evaluation	
				Field Instructor assessment	Student Self-assessment
B6 apply and communicate understanding of the importance of diversity and difference in shaping life experiences in practice at the micro, mezzo, and macro levels.	I will view each client from a strengths based perspective and will consider each individuals past experiences as well as current situations when developing treatment plans or making clinical decisions. Also, I will reflect upon the client’s diverse background and take into consideration differences between my client’s culture and my own. This will also				

	apply to looking at how the agency works with diverse populations.				
B7 present themselves as learners and engage clients and constituencies as experts of their own experiences.	I will allow myself to learn from clients and professional peers at Community Healing Centers. I will ask questions and attend additional trainings that allow me to educate myself on topics that are unfamiliar.				
B8 apply self-awareness and self-regulation to manage the influence of personal biases and values in working with diverse clients and constituencies.	I will personally check myself when interacting with clientele to ensure I am not allowing my personal bias to show and will accept constructive criticism from other clinicians or my field supervisor who are observing me. If I feel that I am struggling with my personal bias, I will engage with my supervisor.				

**Competency C3: Advance Human Rights and Social, Economic, and Environmental Justice**  
 Social workers understand that every person regardless of position in society has fundamental human rights such as freedom, safety, privacy, an adequate standard of living, health care, and education. Social workers understand the global interconnections of oppression and human rights violations, and are knowledgeable about theories of human need and social justice and strategies to promote social and economic justice and human rights. Social workers understand strategies designed to eliminate oppressive structural barriers to ensure that social goods, rights, and responsibilities are distributed equitably and that civil, political, environmental, economic, social, and cultural human rights are protected.

Practice Behaviors	Activities or products: How will you demonstrate that you are competent in each practice behavior?	Date Added	Date Completed	1 <sup>st</sup> Semester Evaluation	
				Field Instructor assessment	Student Self-assessment
B9 apply their understanding of social, economic, and environmental justice to advocate for human rights at the individual and system levels.	I will assist clients in connecting with agencies that can provide support, not only for themselves, but for their family. Agencies include but are not limited to government assistance, employment search agencies and other classes or groups that promote my client’s rights. I will also openly discuss ways to broaden my understanding of social, economic and environmental justice with my supervisor on a weekly basis.				
B10 engage in practices that advance social, economic, and environmental justice.	I will engage in activities within my placement or in the community that promote social, economical and environmental justice. I will also utilize interventions that provide clients insight on how to advocate for themselves and advance their social, economical and environmental justice.				

**Field Instructor’s Comments for First Semester:**

**Field Instructor’s Comments for Second Semester:**

**Competency C4: Engage In Practice-informed Research and Research-informed Practice**  
 Social workers understand quantitative and qualitative research methods and their respective roles in advancing a science of social work and in evaluating their practice. Social workers know the principles of logic, scientific inquiry, and culturally informed and ethical

approaches to building knowledge. Social workers understand that evidence that informs practice derives from multi-disciplinary sources and multiple ways of knowing. They also understand the processes for translating research findings into effective practice.					
Practice Behaviors	Activities or products: How will you demonstrate that you are competent in each practice behavior?	Date Added	Date Completed	1 <sup>st</sup> Semester Evaluation	
				Field Instructor assessment	Student Self-assessment
B11 use practice experience and theory to inform scientific inquiry and research.	I will research evidence based practices to determine which ones have the best outcome. I will apply the information to treatment plans for clients, as well as place suggestions to agency.				
B12 apply critical thinking to engage in analysis of quantitative and qualitative research methods and research findings.	I will review programming currently in place and determine effectiveness based upon personal needs of clients and evidence based practices.				
B13 use and translate research evidence to inform and improve practice, policy, and service delivery.	I will attempt to help assist in determining a plan to structure groups at Gilmore based upon findings of successful evidence based practices that can apply to a 14 day treatment group.				

<p><b>Competency C5: Engage in Policy Practice</b>                  Social workers understand that human rights and social justice, as well as social welfare and services, are mediated by policy and its implementation at the federal, state, and local levels. Social workers understand the history and current structures of social policies and services, the role of policy in service delivery, and the role of practice in policy development. Social workers understand their role in policy development and implementation within their practice settings at the micro, mezzo, and macro levels and they actively engage in policy practice to effect change within those settings. Social workers recognize and understand the historical, social, cultural, economic, organizational, environmental, and global influences that affect social policy. They are also knowledgeable about policy formulation, analysis, implementation, and evaluation.</p>					
Practice Behaviors		Date	Date	1 <sup>st</sup> Semester Evaluation	

	<b>Activities or products:</b> How will you demonstrate that you are competent in each practice behavior?	<b>Added</b>	<b>Completed</b>	<b>Field Instructor assessment</b>	<b>Student Self-assessment</b>
B14 identify social policy at the local, state, and federal level that impacts well-being, service delivery, and access to social services.	Review NASW to determine what new legislative matters are being reviewed by law makers to determine how it would impact clients. If there is a policy or law that does impact clients, I will inform clients of possible change and inform clients how to advocate for change, as well as advocate personally by contacting local politicians.				
B15 assess how social welfare and economic policies impact the delivery of and access to social services.	Research President Trump's ideas for budget cutting in FY 2018, which includes agencies that clients use for obtaining independence and how it will impact them. I will also get involved in local government by attending commissioners or city meetings.				
B16 apply critical thinking to analyze, formulate, and advocate for policies that advance human rights and social, economic, and environmental justice.	Attend governmental meetings if available to advocate for change or to ensure positive, successful programs do not lose funding, etc.				

**Field Instructor's Comments for First Semester:**

**Field Instructor's Comments for Second Semester:**

**Competency C6: Engage with Individuals, Families, Groups, Organizations, and Communities**  
 Social workers understand that engagement is an ongoing component of the dynamic and interactive process of social work practice with, and on behalf of, diverse individuals, families, groups, organizations, and communities. Social workers value the importance of human

relationships. Social workers understand theories of human behavior and the social environment, and critically evaluate and apply this knowledge to facilitate engagement with clients and constituencies, including individuals, families, groups, organizations, and communities. Social workers understand strategies to engage diverse clients and constituencies to advance practice effectiveness. Social workers understand how their personal experiences and affective reactions may impact their ability to effectively engage with diverse clients and constituencies. Social workers value principles of relationship-building and inter-professional collaboration to facilitate engagement with clients, constituencies, and other professionals as appropriate.					
Practice Behaviors	Activities or products: How will you demonstrate that you are competent in each practice behavior?	Date Added	Date Completed	1 <sup>st</sup> Semester Evaluation	
				Field Instructor assessment	Student Self-assessment
B17 apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks to engage with clients and constituencies.	I will always take into consideration a client's past history when making clinical judgement on their situation. Clients do not fit a one size fits all mold and will need to be handled individually.				
B18 use empathy, reflection, and interpersonal skills to effectively engage diverse clients and constituencies.	When interviewing clients I will use motivational interviewing and reflective listening. I will keep in mind that different diverse groups have different structures of format. I will refrain from using the phrase "I've been or I know how" when working with diverse clients because you may have went through a similar situation but you are not in their situation.				

**Field Instructor's Comments for First Semester:**

**Field Instructor's Comments for Second Semester:**

**Competency C7: Assess Individuals, Families, Groups, Organizations, and Communities**  
 Social workers understand that assessment is an ongoing component of the dynamic and interactive process of social work practice with, and on behalf of, diverse individuals, families, groups, organizations, and communities. Social workers understand theories of human

<p>behavior and the social environment, and critically evaluate and apply this knowledge in the assessment of diverse clients and constituencies, including individuals, families, groups, organizations, and communities. Social workers understand methods of assessment with diverse clients and constituencies to advance practice effectiveness. Social workers recognize the implications of the larger practice context in the assessment process and value the importance of inter-professional collaboration in this process. Social workers understand how their personal experiences and affective reactions may affect their assessment and decision-making.</p>					
Practice Behaviors	Activities or products: How will you demonstrate that you are competent in each practice behavior?	Date Added	Date Completed	1 <sup>st</sup> Semester Evaluation	
				Field Instructor assessment	Student Self-assessment
B19 collect and organize data, and apply critical thinking to interpret information from clients and constituencies.	I will collect background information from either client interviews or from reviewing bio-psycho-social assessments of those who are in group. I will practice note taking, treatment and exit planning.				
B20 apply 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.	I will take into consideration a client’s past history when assessing data produced from assessments or discussions before determining an outcome.				
B21 develop mutually agreed-on intervention goals and objectives based on the critical assessment of strengths, needs, and challenges within clients and constituencies.	I will write goals, objectives, and desired outcomes in client’s own language. When planning I will identify client strengths and/or limitations that may assist or become barriers for the client in the process.				
B22 select appropriate intervention strategies based on the assessment, research knowledge, and values and preferences of clients and constituencies.	I will review assessments and select appropriate interventions based on the client’s best interest as well as what is determined in the assessment. I will apply the research on the interventions as well as consult my field supervisor to determine best practices are used.				

**Field Instructor’s Comments for First Semester:**

1=Unacceptable Progress    2=Insufficient Progress    3=Emerging Competence    4=Competent    5=Advanced Competence    N/A=Not applicable (please explain)



**Field Instructor’s Comments for Second Semester:**

<b>Competency C8: Intervene with Individuals, Families, Groups, Organizations, and Communities</b>					
Social workers understand that intervention is an ongoing component of the dynamic and interactive process of social work practice with, and on behalf of, diverse individuals, families, groups, organizations, and communities. Social workers are knowledgeable about evidence-informed interventions to achieve the goals of clients and constituencies, including individuals, families, groups, organizations, and communities. Social workers understand theories of human behavior and the social environment, and critically evaluate and apply this knowledge to effectively intervene with clients and constituencies. Social workers understand methods of identifying, analyzing and implementing evidence-informed interventions to achieve client and constituency goals. Social workers value the importance of inter-professional teamwork and communication in interventions, recognizing that beneficial outcomes may require interdisciplinary, inter-professional, and inter-organizational collaboration.					
<b>Practice Behaviors</b>	<b>Activities or products:</b> How will you demonstrate that you are competent in each practice behavior?	<b>Date Added</b>	<b>Date Completed</b>	<b>1st Semester Evaluation</b>	
				<b>Field Instructor assessment</b>	<b>Student Self-assessment</b>
B23 critically choose and implement interventions to achieve practice goals and enhance capacities of clients and constituencies.al well-being	I will always reflect on the client’s treatment plan and make sure the intervention is practical to the goal in which the client is attempting to achieve.				
B24 apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in interventions with clients and constituencies.	I will reflect on prior therapy teachings such as, CBT and MRT. I will research other models used and apply a model of intervention best suited for my client.				
B25 use inter-professional collaboration as appropriate to achieve beneficial practice outcomes.	I will consult other Community Healing Center therapists when plateaued with a client to determine different effective ways of managing clientele.				
B26 negotiate, mediate, and advocate with and on behalf of diverse clients and constituencies.	If a client comes to my attention with an issue I can advocate for, I will support them as well as attempt to get involved				

	with the issue's movement in any way possible.				
B27 facilitate effective transitions and endings that advance mutually agreed-on goals.	I will always use a strength based, person centered planning approach. I will determine with the client to explore if their goals have been reached. If goals have been reached and the client feels comfortable, I will move forward with discharging them. Also, if the client needs an additional, less intensive step down programming, I will coordinate that as well and provide resources to the client.				

**Field Instructor’s Comments for First Semester:**

**Field Instructor’s Comments for Second Semester:**

<b>Competency C9: Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities</b>					
Social workers understand that evaluation is an ongoing component of the dynamic and interactive process of social work practice with, and on behalf of, diverse individuals, families, groups, organizations and communities. Social workers recognize the importance of evaluating processes and outcomes to advance practice, policy, and service delivery effectiveness. Social workers understand theories of human behavior and the social environment, and critically evaluate and apply this knowledge in evaluating outcomes. Social workers understand qualitative and quantitative methods for evaluating outcomes and practice effectiveness.					
Practice Behaviors	Activities or products: How will you demonstrate that you are competent in each practice behavior?	Date Added	Date Completed	1st Semester Evaluation	
				Field Instructor assessment	Student Self-assessment
B28 select and use appropriate methods for evaluation of outcomes.	I will always reflect on the agencies values and mission statement when evaluating an outcome. I will reflect on best practices and methods that have proven positive				

	outcomes for clients and implement those practices.				
B29 apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in the evaluation of outcomes.	I will commit to reflecting on how these multidisciplinary theories affect clients and how determining an outcome for the individual will impact them, as well as others involved.				
B30 critically analyze, monitor, and evaluate intervention and program processes and outcomes.	I will review yearly publications of the agency to analyze outcomes of what is determined to be successful and make suggestions on what can be changed to increase positive results.				
B31 apply evaluation findings to improve practice effectiveness at the micro, mezzo, and macro levels.	By evaluating evidence based practices, I will attempt to help Gilmore establish a curriculum for the therapy groups.				

**Field Instructor’s Comments for First Semester:**

**Field Instructor’s Comments for Second Semester:**

<b>WMU Additional Competency C10: Practice appropriate self-care to enhance effectiveness, minimize secondary trauma, and prepare for a career of well balanced social work practice</b>					
<b>Practice Behaviors</b>	<b>Activities or products:</b> How will you demonstrate that you are competent in each practice behavior?	<b>Date Added</b>	<b>Date Completed</b>	<b>1<sup>st</sup> Semester Evaluation</b>	
				<b>Field Instructor assessment</b>	<b>Student Self-assessment</b>
WMU B32 Practice appropriate physical self-care	I will exercise on a regular basis for self-care.				
WMU B33 Practice appropriate emotional self-care	I will practice journaling, praying, meditating, listening to music or another form of emotional self-care on a regular basis.				

**Field Instructor’s Comments for First Semester:**

**Field Instructor’s Comments for Second Semester:**

**Additional Comments:**

<b>Role</b>	<b>Learning Contract 1<sup>st</sup> Semester Signature &amp; Date</b>	<b>Learning Contract 2<sup>nd</sup> Semester Signature &amp; Date</b>	<b>1<sup>st</sup> Semester Evaluation Signature &amp; Date</b>	<b>2nd Semester Evaluation Signature &amp; Date</b>
<b>Student</b>				
<b>Primary Field Instructor</b>				
<b>Secondary Field Instructor</b>				
<b>Faculty Liaison</b>				