

Student _____
Field Instructor _____
Task Supervisor (if applicable) _____

Agency _____
CSU Faculty Liaison _____
Year/Semester _____



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Department of Social Work

Baccalaureate Social Work Program

Field Internship Learning Contract

Field Internship is a time for blending classroom lectures and assignments to actual practice in the social work field. The Learning Contract is intended to be a working document that will guide your activities in internship.

Guide to Completing the Learning Contract in Fall Semester:

1. During agency orientation and your first few weeks of practicum, make a list of activities that you and/or your Field Instructor have identified as potential practicum tasks.
2. During supervision meetings during your first 4-5 weeks of practicum, discuss the Competencies and Practice Behaviors with your Field Instructor. Document specific activities that connect with the Competencies and Practice Behaviors identified in the contract.
 - a. Please see the Sample Learning Contracts for examples of activities.
3. Complete your Learning Contract.
 - a. You **do not** need to document at least one activity per Practice Behavior but remember that your Field Instructor will have to evaluate you on each behavior based on the activities you complete.
 - b. We recommend completing the contract with your Field Instructor.
 - c. Since your evaluation will be completed on the same form, we recommend completing the contract electronically so your Field Instructor can add to it later.
4. Submit your Learning Contract to your Field Liaison by the due date.
5. Your Liaison will provide you with feedback and may request that you revise and re-submit the Learning Contract.

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Guide to Completing the Learning Contract Revision in Spring Semester:

1. Review your learning contract during the mid-year evaluation. During supervision meetings with your Field Instructor, identify any practice behaviors you still need to address in order to gain competence.
2. Revise and/or identify additional activities to include for the Spring Semester.
3. Send your learning contract revision to your field liaison by the due date.
4. Your liaison will provide you with feedback and may request that you revise and re-submit the learning contract.

NOTE: Helpful resources for completing the Learning Contract can be found at the websites listed below.

http://www.ssw.umaryland.edu/media/ssw/field-education/Learning_Contract.pdf

CORE COMPETENCY	COURSE OBJECTIVES/PRACTICE BEHAVIORS Student will:	ACTIVITIES (There are a few added sample activities listed for example purposes only. They can be used, revised, and/or deleted as appropriate to the student and placement.)	EVALUATION MEASURE (below are examples of measures; feel free to add additional ones; check all you think apply)	TIME FRAME (Examples: duration of the semester; hard deadline, October 31 st , etc.)
Competency 1: Demonstrate Ethical and Professional Behavior	make ethical decisions by applying the standards of the National Association of Social Workers Code of Ethics, relevant laws and regulations, models for ethical decision making, ethical conduct of research, and additional codes		<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	

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	of ethics within the profession as appropriate to the context;			
Competency 1: Demonstrate Ethical and Professional Behavior	demonstrate professional behavior; appearance; and oral, written, and electronic communication;	<ol style="list-style-type: none"> 1. Intern will attend two case staffing meetings with FI and maintain professional boundaries while working with all clients on caseload. 2. Intern will complete paperwork in timely and appropriate manner; field instructor will review. 3. Intern will maintain appropriate boundaries with clients who Intern has known in other capacities and discuss with FI. 4. Intern will adhere to role as a volunteer supervisor and maintain appropriate boundaries and client confidentiality with volunteers known outside of internship. 5. Intern will talk with FI about roles and boundaries within the agency setting. 6. FI will observe Intern in an interview w/client and review with Intern about professionalism in that context 	<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Competency 1: Demonstrate Ethical and Professional Behavior	use technology ethically and appropriately to facilitate practice outcomes; and		<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Competency 1: Demonstrate	use supervision and consultation	<ol style="list-style-type: none"> 1. At the end of each week, Intern will reflect on cases (w/FI) worked to assess areas that need improvement. 	<input type="checkbox"/> Observation <input type="checkbox"/> Documentation	

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Ethical and Professional Behavior	to guide professional judgment and behavior.	2. Intern will keep a daily journal of activities and self-reflection and discuss performance with FI at weekly meetings	<input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Competency 2: Advance Human Rights and Social, Racial, Economic, and Environmental Justice	advocate for human rights at the individual, family, group, organizational, and community system levels; and	1. For two cases, Intern will locate agency/organization that will provide needed services for free and advocate for client to receive the needed services. 2. Intern will use resources/resource system and other professionals to advocate for a client and their families to obtain quality services.	<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Competency 2: Advance Human Rights and Social, Racial, Economic, and Environmental Justice	engage in practices that advance human rights to promote social, racial, economic, and environmental justice.	1. Intern will go the Student Day at the Legislature and meet with senators to advocate for agency funding (macro). 2. Intern will speak to an agency on behalf of a client's needs under FI supervision (micro).	<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	

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Competency 3: Engage Anti-Racism, Diversity, Equity, and Inclusion (ADEI) in Practice	demonstrate anti-racist and anti-oppressive social work practice at the individual, family, group, organizational, community, research, and policy levels; and		<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Competency 3: Engage Anti-Racism, Diversity, Equity, and Inclusion (ADEI) in Practice	demonstrate cultural humility by applying critical reflection, self-awareness, and self-regulation to manage the influence of bias, power, privilege, and values in working with clients and constituencies, acknowledging them as experts of their own lived experiences.		<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Competency 4: Engage in Practice-Informed Research and	apply research findings to inform and improve practice, policy,		<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment	

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Research-Informed Practice	and programs; and		<input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Competency 4: Engage in Practice-Informed Research and Research- Informed Practice	a.		<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Competency 5: Engage in Policy Practice	use social justice, anti-racist, and anti-oppressive lenses to assess how social welfare policies affect the delivery of and access to social services; and		<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	

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Competency 5: Engage in Policy Practice	apply critical thinking to analyze, formulate, and advocate for policies that advance human rights and social, racial, economic, and environmental justice.		<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Competency 6: Engage with Individuals, Families, Groups, Organizations, and Communities	apply knowledge of human behavior and person-in-environment, as well as interprofessional conceptual frameworks, to engage with clients and constituencies; and		<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Competency 6: Engage with Individuals, Families, Groups, Organizations, and Communities	use empathy, reflection, and interpersonal skills to engage in culturally responsive practice with		<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision	

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	clients and constituencies.		<input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Competency 7: Assess Individuals, Families, Groups, Organizations, and Communities	apply theories of human behavior and person-in-environment, as well as other culturally responsive and interprofessional conceptual frameworks, when assessing clients and constituencies; and		<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Competency 7: Assess Individuals, Families, Groups, Organizations, and Communities	demonstrate respect for client self-determination during the assessment process by collaborating with clients and constituencies in developing a mutually agreed-upon plan.		<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	

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Competency 8: Intervene with Individuals, Families, Groups, Organizations, and Communities	engage with clients and constituencies to critically choose and implement culturally responsive, evidence-informed interventions to achieve client and constituency goals; and		<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Competency 8: Intervene with Individuals, Families, Groups, Organizations, and Communities	incorporate culturally responsive methods to negotiate, mediate, and advocate with and on behalf of clients and constituencies.		<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Competency 9: Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities	select and use culturally responsive methods for evaluation of outcomes; and		<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____	

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Competency 9: Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities	critically analyze outcomes and apply evaluation findings to improve practice effectiveness with individuals, families, groups, organizations, and communities.		<input type="checkbox"/> Observation <input type="checkbox"/> Documentation <input type="checkbox"/> Assignment <input type="checkbox"/> Discussion <input type="checkbox"/> Written <input type="checkbox"/> Supervision <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	

SIGNATURES

Student: _____

Date: _____

Field Instructor: _____

Date: _____

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