I. How to use this syllabus

This syllabus provides you with information specific to this course, and it also provides information about important university policies. This document should be viewed as a course overview; it is not a contract and is subject to change as the semester evolves. Any changes will be communicated in class.

II. Catalog Description

SCWK 822. Field Practicum III (4). Placement in community social service agencies for supervised periods applying direct and indirect practice. Provides students the opportunity to integrate and apply advanced generalist theory within their field experience. Students are required to demonstrate increased knowledge and skills in practice, research and evaluation across multi-level systems. Requires 350 hours of agency service. Prerequisites: SCWK 760, degree admission to the MSW Program. Corequisites: SCWK 816, 851.

III. Definition of a Credit Hour

In order for students to be successful in this 15 week semester course, each credit hour represents one hour of classroom or direct faculty instruction, and a minimum of two hours of outside classwork per week. Outside classwork activities include, but are not limited to, reading, writing, studying, research, and completing worksheets. In addition, at least an equivalent amount of out of class work is required for laboratory work, internships, rotations, practica, studio work, etc.
IV. Course Description

This course will give graduate students the opportunity to integrate and apply advanced generalist practice theory within their field experiences. Students will be required to demonstrate increased knowledge and skills in practice, research, and evaluation across multi-level systems. This course will be a combination of field experience, traditional classroom, field supervision, online activities, Blackboard assignments, and self-directed learning per the field practicum manual.

V. Measurable Student Learning Outcomes

At the completion of this course, Advanced Generalist students should be able to:

1. Demonstrate Ethical and professional behavior, as specified in the NASW Code of Ethics and the WSU Student Code of Conduct.
2. Apply advanced generalist practice knowledge and skills to make appropriate use of self in master social work roles.
3. Connect and communicate intermediate understanding of the MSW program themes: social justice, empowerment, cultural competency, and multidimensional practice.
4. Demonstrate intermediate ability to use the problem solving process, from engagement to evaluation, at the micro, mezzo, and macro level.

<table>
<thead>
<tr>
<th>CSWE Social Work Competency</th>
<th>Learning Outcomes</th>
<th>Activities/Assignments</th>
<th>Type of Learning</th>
</tr>
</thead>
</table>
| 1. Demonstrate ethical and professional behavior | 1, 2, 4 | - Learning contract  
- Supervision notes  
- Midterm evaluation  
- Site visit  
- Evaluation  
- Professionalism | Knowledge  
Values  
Skills  
Cognitive/affective (critical thought & exercise judgment) |
| 2. Engage diversity and difference in practice | 1, 2, 3, 4 | - Class activities  
- Evaluation  
- Professionalism | Knowledge  
Values  
Skills  
Cognitive/affective (critical thought & exercise judgment) |
| 3. Advance human rights and social, economic, and environmental justice | 1, 2, 3, 4 | - Class activities  
- Evaluation | Knowledge  
Values  
Skills  
Cognitive/affective (critical thought & exercise judgment) |
| 4. Engage in practice-informed research and research-informed practice | 1, 2, 3, 4 | - Class activities  
- Evaluation | Knowledge  
Values  
Skills  
Cognitive/affective (critical thought & exercise judgment) |
<table>
<thead>
<tr>
<th>CSWE Social Work Competency</th>
<th>Learning Outcomes</th>
<th>Activities/Assignments</th>
<th>Type of Learning</th>
</tr>
</thead>
<tbody>
<tr>
<td>5. Engage in policy practice</td>
<td>1, 2, 4</td>
<td>Safety plan - Evaluation</td>
<td>Knowledge Values Skills Cognitive/affective (critical thought &amp; exercise judgment)</td>
</tr>
<tr>
<td>6. Engage with individuals, families, groups, organizations, and communities</td>
<td>1, 2, 4</td>
<td>Site visit - Evaluation</td>
<td>Knowledge Values Skills Cognitive/affective (critical thought &amp; exercise judgment)</td>
</tr>
<tr>
<td>7. Assess individuals, families, groups, organizations, and communities</td>
<td>1, 2, 4</td>
<td>Site visit - Evaluation</td>
<td>Knowledge Values Skills Cognitive/affective (critical thought &amp; exercise judgment)</td>
</tr>
<tr>
<td>8. Intervene with individuals, families, groups, organizations, and communities</td>
<td>1, 2, 4</td>
<td>Safety plan - Site visit - Evaluation</td>
<td>Knowledge Values Skills Cognitive/affective (critical thought &amp; exercise judgment)</td>
</tr>
<tr>
<td>9. Evaluate practice with individuals, families, groups, organizations, and communities</td>
<td>1, 2, 4</td>
<td>Supervision notes - Site visit - Evaluation</td>
<td>Knowledge Values Skills Cognitive/affective (critical thought &amp; exercise judgment)</td>
</tr>
</tbody>
</table>

VI. Required Texts/Readings Textbook

No text required.

VII. Other Readings

Wichita State University School of Social Work. Field Practicum Manual. Wichita, KS. Revised August 2015. This manual can be found online at http://webs.wichita.edu/depttools/depttoolsmemberfiles/socialwork/Practicum/Practicum%20Manual%20August%202015.pdf

VIII. Other Equipment/Materials

None
IX. Grading Scale

WSU uses a +/- grading scale for final grades and to calculate grade point averages. In this class, grades are assigned according to the following chart.

<table>
<thead>
<tr>
<th>Points/percentages, as instructor chooses</th>
<th>Letter grade</th>
<th>Grade Points</th>
<th>Interpretation</th>
</tr>
</thead>
<tbody>
<tr>
<td>368-400</td>
<td>A</td>
<td>4.00</td>
<td>The A range denotes excellent performance.</td>
</tr>
<tr>
<td>360-367</td>
<td>A-</td>
<td>3.70</td>
<td></td>
</tr>
<tr>
<td>356-359</td>
<td>B+</td>
<td>3.30</td>
<td></td>
</tr>
<tr>
<td>328-355</td>
<td>B</td>
<td>3.00</td>
<td>The B range denotes good performance.</td>
</tr>
<tr>
<td>320-327</td>
<td>B-</td>
<td>2.70</td>
<td></td>
</tr>
<tr>
<td>316-319</td>
<td>C+</td>
<td>2.30</td>
<td></td>
</tr>
<tr>
<td>288-315</td>
<td>C</td>
<td>2.00</td>
<td>The C range denotes satisfactory performance.</td>
</tr>
<tr>
<td>280-287</td>
<td>C-</td>
<td>1.70</td>
<td></td>
</tr>
<tr>
<td>276-279</td>
<td>D+</td>
<td>1.30</td>
<td></td>
</tr>
<tr>
<td>248-275</td>
<td>D</td>
<td>1.00</td>
<td>The D range denotes unsatisfactory performance.</td>
</tr>
<tr>
<td>240-247</td>
<td>D-</td>
<td>0.70</td>
<td></td>
</tr>
<tr>
<td>239 or less</td>
<td>F</td>
<td>0.00</td>
<td>F denotes failing performance.</td>
</tr>
</tbody>
</table>

X. Assignments

1. Safety plan  
   (25 points)  
The Safety Plan is an assignment which will be developed with your field instructor/on-site supervisor. You must be familiar with the safety plan for the agency/institution you are working in for not only yourself, but for client safety. This plan will include specific policies and/or procedures of your assigned agency as well as behavioral signs of aggression and protective responses. This activity is designed for you to demonstrate competency in analyzing organizational policies, procedures, resources, and client characteristics to improve services for a specific group or organization. This is to be submitted on Blackboard (or on paper with instructor approval). Due 9/12/2016.

2. Learning contract  
   (25 points)  
Complete the Learning Contract with suggestions from your Field Instructor (and on-site supervisor, if applicable). You will work on the core competencies, skills and activities as set out in your Learning Contract. Students should include a minimum of 2 activities per core competency. The focus should be on developing activities to master each skill. This should
demonstrate your ability to distinguish a generalist perspective, generalist practice, and advanced practice. This is to be submitted on Blackboard (or on paper with instructor approval). Due 9/26/2016.

3. Class Activities 1, 2, 3, and 4
(20 points each for Activity 1, 2, 3, and 4; 80 points total)
Students will participate in regular online activities. The purpose of these activities is to offer continuous integration of the advanced generalist perspective in your practicum experience. The activity topics will be posted by your instructor on Blackboard throughout the semester. The Seminar Faculty encourages you to be professional, open and honest. Your classmates will not be able to read and review your responses. It is important that you adhere to the NASW Code of Ethics when considering your postings. These are to be submitted on Blackboard. Due 9/26/2016, 10/10/2016, 10/31/2016, and 11/14/2016.

4. Supervision notes
(20 points for each Supervision Notes 1; 20 points for Supervision Notes 2; 40 points total)
Maintain a weekly brief documentation of supervision with the field instructor. Also include any preparation questions, agenda, and/or ideas for this learning experience. Maintain confidentiality of all clients in this documentation. These notes should be completed weekly to document your formal or informal supervision meetings. Supervision notes are to be submitted twice: once at mid-semester and then at the end of the semester. These activities are designed to enhance your documentation skills, and to promote self-reflection in planning for your professional development and career long learning. This is to be submitted on Blackboard (or on paper with instructor approval). Supervision Notes 1 due 10/10/2016; Supervision Notes 2 due 12/5/2016.

5. Midterm evaluation
(20 points)
Students will ask their field instructor/on-site supervisor to complete the Midterm Evaluation together. The form is located at the school website at http://webs.wichita.edu/?u=socialwork&p=/Practicum/Practicum_Manual/ This activity is to demonstrate that you seek and accept feedback, support, and constructive criticism from supervisors and colleagues to enhance advanced generalist practice. It is the student’s responsibility to have this completed and submitted to your instructor by the due date. This is to be submitted on Blackboard (or on paper with instructor approval). Due 10/10/2016.

6. Site Visit
(50 points)
The site visit will be scheduled approximately halfway through the semester and will include the student, field instructor, and field liaison. You will need to demonstrate professional accountability by making yourself available at the meeting time set with your field agency. During the site visit, you will be evaluated by your field instructor on how you use an advanced generalist assessment process that incorporates a holistic and complex view of client situations, and other needs and areas for continuing success will be discussed. There is
nothing for the student to submit. The instructor will complete a Consultation Form during the visit and assign points after the visit. Site visit will occur around October; must be completed by 12/5/2016.

7. MSW Advanced Standing Field Placement Evaluation  
(100 points)  
This is the evaluation of the skill building in practicum placement this semester. This evaluation is more than an assignment; it is an opportunity for the student, the field instructor, and on-site supervisor (if applicable) to participate as a team and examine the core competencies and determine the student’s strengths and areas which can be focused on as a foundation for the revision of your learning contract for the next semester. This activity is designed to demonstrate your understanding and application of the advanced generalist practice model, as well as all other advanced practice behaviors. This will assist you in planning for your learning in your second semester, as well. At mid-term, it is suggested that you schedule a meeting with your Field Instructor/On-site Supervisor to complete your evaluation at the end of the semester.

At the time of your evaluation, you must have completed your required hours for the semester, so your field instructor can attest to the completion on the evaluation form. Be sure and use the evaluation for MSW ADVANCED GENERALIST. This is to be submitted on Blackboard (or on paper with instructor approval). Due 12/5/2016.

8. Professionalism  
(60 points)  
Students are expected to attend all classes and practicum commitments as scheduled. You should be punctual and participate as a professional in the classroom and in the practicum setting. The attendance policy for your practicum setting is stated in your Field Practicum Manual, and will be reviewed during the first class. Regular class attendance and participation are essential to earn maximum professionalism points.

Students are expected to demonstrate advanced skills in ethical decision-making and ability to resolve value conflicts consistent with the NASW Code of Ethics in both the classroom and practicum setting. Points in the course will be awarded based on these expectations. It is expected that you demonstrate compassion and acceptance of difference in the class with colleagues, instructor and guest speakers. It is important for you to effectively communicate professional judgments to other social workers and to professionals from other disciplines, in both verbal and written formats.

This is not an assignment -- the student does not have to complete anything. The instructor will give points at the end of the semester based primarily on classroom attendance, practicum attendance, and professional behavior both in the classroom and in practicum.

Extra Credit

No extra credit.
Late and Missed Assignments

Students who cannot hand in an assignment at the scheduled time due to illness or emergency should contact the instructor prior to the due date. Failure to contact the instructor prior to the due date could result in a zero grade for the assignment.

Exams

None.

XI. Class Protocol / Policies

1. Learning Environment

University students are expected to maintain an openness to inquiry and a respect for others throughout the course. The instructor will work with students to maintain a learning environment that is based on mutual respect and an acceptance of difference.

2. Disabilities / Accommodations

If you have a physical, psychiatric/emotional, or learning disability that may impact on your ability to carry out assigned course work, I encourage you to contact the Office of Disability Services (DS).

The office is located in Grace Wilkie Annex, room 150, (316) 978-3309 (voice/tty) (316-854-3032 videophone). DS will review your concerns and determine, with you, what academic accommodations are necessary and appropriate for you. All information and documentation of your disability is confidential and will not be released by DS without your written permission.

Students who need accommodations to facilitate their learning should inform me at the beginning of the course so that needed arrangements can be made.

3. Counseling & Testing

The WSU Counseling & Testing Center provides professional counseling services to students, faculty and staff; administers tests and offers test preparation workshops; and presents programs on topics promoting personal and professional growth. Services are low cost and confidential. They are located in room 320 of Grace Wilkie Hall, and their phone number is (316) 978-3440. The Counseling & Testing Center is open on all days that the University is officially open. If you have a mental health emergency during the times that the Counseling & Testing Center is not open, please call COMCARE Crisis Services at (316) 660-7500.

4. Diversity and Inclusive

Wichita State University is committed to being an inclusive campus that reflects the evolving diversity of society. To further this goal, WSU does not discriminate in its programs and activities on the basis of race, religion, color, national origin, gender, age, sexual orientation, gender identity, gender expression, marital status, political affiliation, status as a veteran,
5. Intellectual Property

Wichita State University students are subject to Board of Regents and University policies (see \url{http://webs.wichita.edu/inaudit/ch9_10.htm}) regarding intellectual property rights. Any questions regarding these rights and any disputes that arise under these policies will be resolved by the President of the University, or the President’s designee, and such decision will constitute the final decision.

6. WSU Policy on Cell Phones

Student cell phones and pagers must be turned to silent during class times.

7. WSU School of Social Work Policy on Technology Usage in the Classroom

Instructor Discretion. Students are required to engage in the classroom community. Engagement requires the student refrain from the use of technology to (talk, text, twitter, chat, e-mailing, surf the web, shop, play on-line games, check your online social networks, etc.). Therefore, the use cell phones, blackberries, I-pods, I-pads, laptops or any other electronic devices during class time are limited to class activities. If you use an electronic device to take notes please do so in a manner which is not disruptive to other students and under no circumstances shall the computer be used during class for purposes other than related to engagement in the classroom activities. Violation of this rule will result in you being asked to **discontinue the use the electronic device and you may be asked to leave the classroom.** Further, the violation of this policy will result in the final calculation of your grade percentage **being reduced:** up to a maximum of 15%. It may also include additional sanctions deemed appropriate by the instructor and in accordance with university policy.

8. Email

The School of Social Work office and faculty will communicate with you through your student webmail account. You are responsible for checking the email sent to your “xxx@wichita.edu” email address frequently. If you do not check your email, you may miss important messages. If you prefer to check only your personal email address, you can have your webmail forwarded to that address. The Mail Forwarding setting is found under the Options and Settings tab of Student Email on myWSU. Select **Enable Forwarding** to automatically send a copy of every message you receive to the email addresses mentioned in the **Mail Forwarding list.** If you do not plan to go into your student email to delete messages, you should also select **Do not leave copy on server,** so your email folder doesn’t fill to where you cannot receive messages. Test the forward by sending a test email message to the wichita.edu email address. If you change your personal email address, you will need to update it in the mail forwarding list. You are responsible for the content of messages sent to your webmail account.
9. **Shocker Alert System**

Get the emergency information you need instantly and effortlessly! With the Shocker Alert System, we will contact you by email the moment there is an emergency or weather alert that affects the campus. Sign up at www.wichita.edu/alert.

10. **Blackboard**

WSU Blackboard (available from myWSU: www.wichita.edu) will be used as a resource for the class and students. The Blackboard area for this course will contain course materials, such as the syllabus, assignments, review/study guides, and most PowerPoint materials. Students are encouraged to visit the Blackboard area to get any class announcements and other resources. The use of Blackboard will be discussed in class. This is not an online class. Blackboard is intended to be used as a resource and supplement to the class. Students are expected to attend class and to participate in regular class sessions.

11. **Academic Honesty**

Students are responsible for knowing and following the Student Code of Conduct
http://webs.wichita.edu/inaudit/ch8_05.htm

Student Academic Honesty policy

BSW Student Manual
http://webs.wichita.edu/?u=socialwork&p=/bsw/bswstudentmanual/

MSW Student Manual

Practicum Manual
http://webs.wichita.edu/?u=socialwork&p=/practicum/practicum_manual/

12. **Student Health Services**

WSU’s Student Health clinic is located in 209 Ahlberg Hall. Hours are 8:00am to 7:00pm (8:00 am to 5:00 pm on Fridays), though the clinic may be closed occasionally on Wednesdays from noon to 1:30pm. The telephone number is (316) 978-3620. In addition to outpatient and preventive care (including immunizations, a prescription service, and testing/counseling for sexually transmitted infections), Student Health can handle minor injuries. All services are confidential. For more information see www.wichita.edu/studenthealth.

13. **The Heskett Center and Campus Recreation**

Whether you are wanting to be active on campus, relieve the stress from classes or take care of your body, Wichita State Campus Recreation is the place for you. Campus Recreation, located inside the Heskett Center, contributes to the health, education, and development of Wichita State University students, faculty, staff, alumni, and community members by offering
quality programs and services. With many programs and facilities which are free to all students and members, Campus Recreation offers its members limitless opportunities. For more information about our services see www.wichita.edu/heskett.

14. Video and Audio Recording

Video and audio recording of lectures and review sessions without the consent of the instructor is prohibited. Unless explicit permission is obtained from the instructor, recordings of lectures may not be modified and must not be transferred or transmitted to any other person, whether or not that individual is enrolled in the course.

15. Other

N/A

XII. Tentative Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Topics, Readings</th>
<th>Assignments, Deadlines</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>8/22/2016</td>
<td>ALL ATTEND Introduction &amp; syllabus review</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>8/29/2016</td>
<td>Group A</td>
<td>Student Information Sheets due in class (Group A)</td>
</tr>
<tr>
<td>3</td>
<td>9/5/2016</td>
<td>NO CLASS/HOLIDAY</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>9/12/2016</td>
<td>NO CLASS/INSTRUCTOR GONE</td>
<td>Safety Plan due on Blackboard</td>
</tr>
<tr>
<td>5</td>
<td>9/19/2016</td>
<td>Group B</td>
<td>Student Information Sheets due in class (Group B)</td>
</tr>
<tr>
<td>6</td>
<td>9/26/2016</td>
<td>Group A</td>
<td>Activity 1 due on Blackboard</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Learning Contract due</td>
</tr>
<tr>
<td>7</td>
<td>10/3/2016</td>
<td>Group B</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>10/10/2016</td>
<td>Group A</td>
<td>Activity 2 due on Blackboard</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Supervision Notes 1 due</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Mid-Term Evaluation due</td>
</tr>
<tr>
<td>9</td>
<td>10/17/2016</td>
<td>NO CLASS/FALL BREAK</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>10/24/2016</td>
<td>Group B</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>10/31/2016</td>
<td>ALL ATTEND BSRB presentation RSC 233 Santa Fe Trail Room</td>
<td>Activity 3 due on Blackboard</td>
</tr>
<tr>
<td>12</td>
<td>11/7/2016</td>
<td>Group A</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>11/14/2016</td>
<td>Group B</td>
<td>Activity 4 due on Blackboard</td>
</tr>
<tr>
<td>14</td>
<td>11/21/2016</td>
<td>Group A</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>11/28/2016</td>
<td>Group B</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>12/5/2016</td>
<td>ALL ATTEND SPTE &amp; wrap up</td>
<td>Supervision Notes 2 due</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Final Evaluation due</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Site Visit completed</td>
</tr>
</tbody>
</table>

Instructor Description of Final Week Activity

Final No Final
Important Academic Dates

For fall semester 2016, classes begin August 22, 2016, and end December 5, 2016. The last date to drop a class and receive a W (withdrawn) instead of F (failed) is November 1, 2016. There are no classes on September 5, 2016, September 12, 2016, and October 17, 2016.