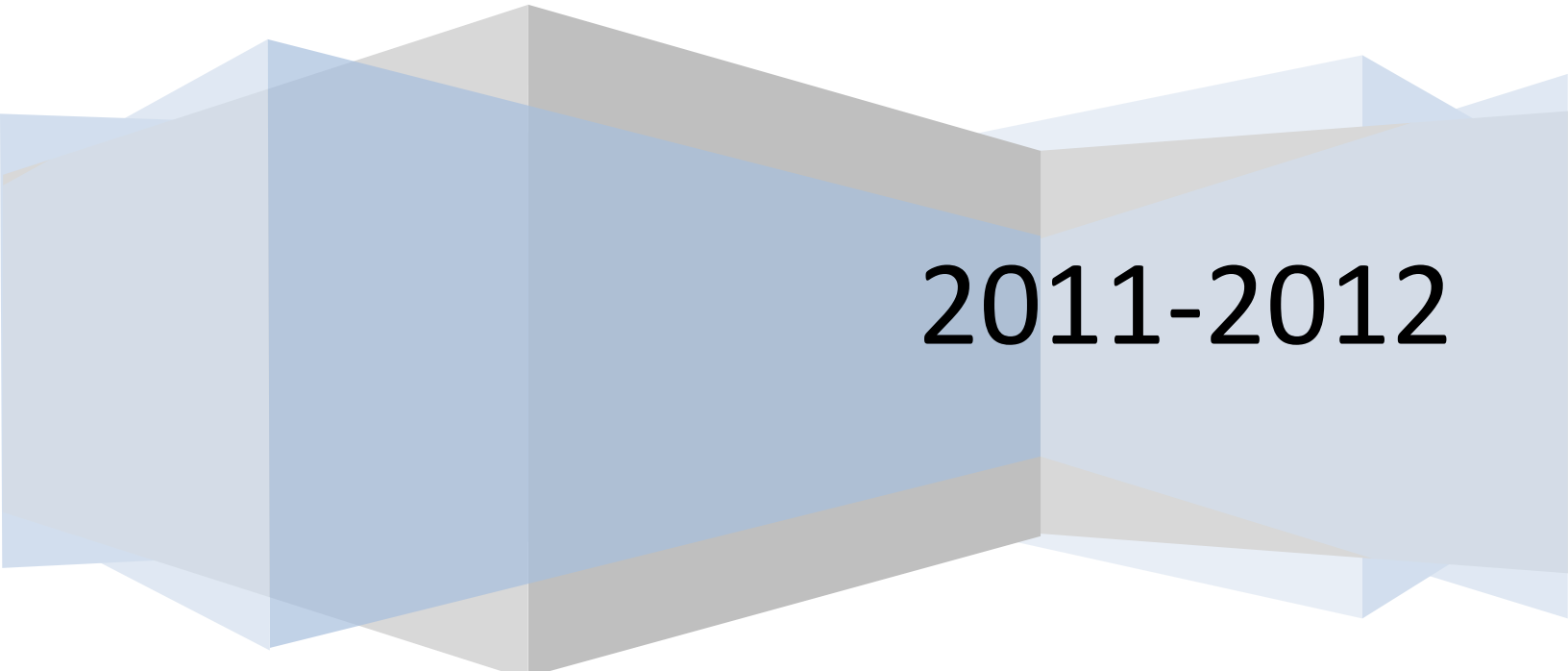


# **Aurora University School of Social Work**

**Field Instruction Program**

**Aurora, Illinois Campus & Williams Bay, Wisconsin Campus**



**2011-2012**

# Aurora University School of Social Work

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## **BSW Field Instruction**

- 450 total hours
- 225 hours each semester
- Required supervision by MSW
- Supervision Recommendations
  - 1 hour/week
  - Structured/planned
  - Consistent
  - Provides ongoing feedback and education
- Student intern expected to have learning experiences in direct contact with clients
  - Assessments
  - Group facilitation
  - Individual case management
  - Community resource referrals
  - Professional documentation
- Core Competencies of Social Work Practice should be addressed in placement

## **Addictions/CADC Field Instruction**

- 500 total hours (BSW or beginning MSW)
- 250 hours each semester
- Required supervision by MSW and CADC
- Supervision Recommendations
  - 1 hour/week
  - Structured/planned
  - Consistent
  - Provides ongoing feedback and education
- Student intern expected to have learning experiences in direct contact with clients
  - Assessments
  - Group facilitation
  - Individual case management
  - Community resource referrals
  - Professional documentation
- Meeting Social Work Core Competencies along with CADC instruction are expected

## **MSW Beginning Field Instruction**

- 450 total hours
- 225 hours each semester
- Required supervision by MSW
- Supervision Recommendations
  - 1 hour/week
  - Structured/planned
  - Consistent
  - Provides ongoing feedback and education
- Student intern expected to have learning experiences in direct contact with clients
  - Assessments
  - Group facilitation
  - Individual case management
  - Community resource referrals
  - Professional documentation
- Core Competencies of Social Work Practice should be addressed in placement

## **MSW Advanced Field Instruction**

- 600 total hours
- 300 hours each semester
- Required supervision by MSW
- Supervision Recommendations
  - 1 hour/week
  - Structured/planned
  - Consistent
  - Provides ongoing feedback and education
- Student intern expected to
  - Learn with independence
  - connect internship to Advanced Research course
  - Advanced application of theory and evidence based intervention
- Advanced level skill building within specialization area (Gerontology, Child Welfare, School SW, Addictions, Leadership & Community Practice)

# Aurora University School of Social Work

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## **Post MSW Type 73 Certificate Internship**

- 600 total hours
- MSW with Type 73 certificate required for supervision of intern
- Enrollment in Post MSW Type 73 School SW course required

## **Post Graduate CADC Certification Internship**

- 500 total hours
- MSW with CADC certificate required for supervision of intern
- Completion of 4 addictions elective required

## **Requirements for Field Instructors**

1. Hold MSW degree from accredited Social Work education program (clinical license not required)
2. Has two years post graduate experience in social work field
3. Commitment to supervise social work intern for entire duration of placement (450, 500 or 600 hours)
4. Plan to provide minimum of 1 hour of individual supervision to intern each week.
5. Plan to provide regular training and feedback to intern, with written learning agreement and evaluations
6. Availability to communicate with Field Liaison regarding progress of intern's learning
7. Plan to instruct and evaluate student on the Core Competencies of Social Work practice
8. CADC interns must have MSW and CADC supervisor
9. School SW interns must have Type 73 School SW supervisor

## **CSWE EPAS 2008 10 Core Competencies of Social Work Practice**

1. Professional Identity
2. Ethical Practice
3. Critical Thinking
4. Diversity in Practice
5. Human Rights & Justice
6. Research Based Practice
7. Human Behavior
8. Policy Practice
9. Practice Contexts
10. Engage, Assess, Intervene, Evaluate

## Paperwork Requirements for Field Instruction

All forms can be found and printed from the AU website- School of Social Work Page

1. **Field Instruction Application**- First document in student's field file
  - a. Submitted to Field Director by the field student as soon as placement is arranged
  - b. Approval needed for placement to begin
  - c. Confirmation letter sent upon approval
  - d. Student keeps copy in personal file
  - e. School SW students may need to complete an ISBE 73-44 form to prove Internship Eligibility, this form is included in confirmation letter
  
2. **Learning Agreement**- Completed in *the first 75 hours* of the field placement and submitted to the Field Director
  - a. Completed during supervision
  - b. Outlines plan for teaching and learning Core Competencies
  - c. Student and Field Instructor keep copies in their files
  
3. **First Field Evaluation**- Completed after first half of hours is completed
  - a. Completed during supervision
  - b. Both student and field instructor have input
  - c. Completed document must be signed and accurate hours of completion indicated
  - d. Student and field instructor keep copies, original goes to Field Director
  - e. If hours are not complete by end of semester, student receives X (extension) grade until hours are complete and evaluation is submitted.
  
4. **Second/Final Field Evaluation**- Completed at end of all field hours/internship is ending
  - a. Completed during supervision
  - b. Both student and field instructor have input
  - c. Completed document must be signed and accurate hours of completion indicated
  - d. Student and field instructor keep copies, original goes to Field Director
  - e. If hours are not complete by end of semester, student receives X (extension) grade until hours are complete and evaluation is submitted.
  - f. **Same form is used for both evaluations**
  
5. **CADC internships require an additional evaluation specific to addictions**
  
6. **School Social Work internships no longer require additional learning agreement or internship plan for evaluation**

## Aurora University School of Social Work

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**Contact the Field Director:**

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Aurora, IL 60506

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**630-844-5423**

**Contact George Williams Campus Field Coordinator :**

**Rachel Dunn, MSW**

350 Constance Blvd.

P.O. Box 210

Williams Bay, WI 53191-0210

[rdunn@aurora.edu](mailto:rdunn@aurora.edu)

**262-245-8578**

**Visit our web page for more information about the Social Work program and to find forms for Field Instruction.**

**<http://www.aurora.edu/academics/colleges-schools/social-work/index.html>**

### **School Social Work/Type 73 Training Internships**

1. Students must complete this internship during Advanced MSW year (or as Post MSW)
2. It is strongly recommended that students take and pass the Illinois Basic Skills exam before beginning the field placement.
3. Students are expected to complete school social work classes concurrently with the school field placement.
4. Students are expected to sign a contract to intern during the calendar year of the school district (ex. Aug. 20- June 1) and work 3 full days each week at the school site. This often results in students exceeding the 600 hour minimum requirement for field hours.
5. Students are expected to complete learning tasks specific to school social work under the supervision of the MSW/Type 73 School Social Worker in the school.
6. Students will continue their field experience beyond the academic calendar at Aurora University, using an extension (X grade) until the field placement is complete. School Social Work interns are August graduates (but attend Commencement in May).
7. Students may be required to submit an Internship Eligibility form (ISBE 73-44) form to the school district before beginning the placement. This form is furnished by the School of Social Work, has the Director of Field Instruction's signature and requires the official seal from the Registrar. The completed and sealed form can then be submitted to the school district.