

WESTFIELD STATE UNIVERSITY - SOCIAL WORK DEPARTMENT PRACTICUM APPLICATION

Name: _____

Preferred Name/Pronouns: _____

I am a....

BSW Student responsible for 400hours over the duration of the academic year.

- Averages 14-16hours a week, at least 200hours each semester
- Specific start date & schedule decided by student and agency
- Supervisor has their BSW or MSW and has been practicing 2 years post-grad

MSW 1st Year Student responsible for 400hours over the duration of the academic year.

- Averages 14-16hours a week, at least 200hours each semester
- Specific start date & schedule decided by student and agency
- Supervisor has their MSW and has been practicing 2 years post-grad

MSW 2nd Year Student responsible for 500hours over the duration of the academic year.

- Averages 18-20 hours a week, at least 250hours for semester
- Specific start date & schedule decided by student and agency
- Supervisor has their MSW and LCSW (LICSW preferred) and has been practicing 2 years post-grad

*****Based on certain grant and/or agency needs and requirements, there are some practicum placements that require more than the minimum hours*****

PRIOR TO COMPLETING THIS APPLICATION, PLEASE REVIEW THE BSW/MSW PRACTICUM MANUAL THAT IS APPLICABLE TO YOU TO ENSURE YOU ARE FAMILIAR WITH THE POLICIES AND PROCEDURES OF THE PRACTICUM DEPARTMENT'S PLACEMENT PROCESS. AFTER REVIEWING, PLEASE SIGN BELOW IN ATTESTATION THAT YOU HAVE READ AND UNDERSTAND THE MANUAL.

SIGNATURE

DATE

SUBMIT THIS APPLICATION TO SOCIALWORKFIELD@WESTFIELD.MA.EDU WITH YOUR RESUME. PLEASE ENSURE BOTH DOCUMENTS ARE SAVED AS A PDF AS: LAST NAME, FIRST NAME - PRACTICUM APP YOU WILL THEN BE ASSIGNED A PRACTICUM STAFF WHO WILL BE IN TOUCH.

GENERALIST PRACTICE FOCUS

BSW & MSW 1ST YEAR

- PRACTICE & DEMONSTRATE MASTERY OF COMPETENCY BASED KNOWLEDGE, VALUES, SKILLS LEARNED IN CLASSROOM IN SUPERVISED PRACTICE SETTINGS WITH CLIENTS
- DEVELOP PROFESSIONAL IDENTITY AS A SOCIAL WORKER

ADVANCED PRACTICE FOCUS

MSW 2ND YEAR

- PRACTICE ASSESSMENT, DIAGNOSIS, TREATMENT, CLIENT-CENTERED ADVOCACY, INTERDISCIPLINARY TEAMS, SUPERVISION, CONSULTATION, AND EVALUATION
 - INCLUDING BUT NOT LIMITED TO COUNSELING, PSYCHOTHERAPY, FAMILY THERAPY, GROUP WORK, PLAY THERAPY, ETC.

DEMOGRAPIC INFO

PHONE: _____

A#: _____

ADDRESS: _____

IF DIFFERENT, ADDRESS DURING PRACTICUM PLACEMENT: _____

PERSONAL EMAIL: _____

ALL PRACTICUM COMMUNICATION WILL OCCUR VIA WSU EMAIL

PROGRAM OF STUDY (MSW ONLY)

- _____ 2 Year Full-time Program
- _____ 3 Year Part-time Program
- _____ 4 Year Part-time Program
- _____ Full-Time Advanced Standing
- _____ Part-time Advanced Standing

MSW STUDENTS ONLY:

ONLINE _____ ON-CAMPUS _____

Most human service organizations are required to perform any/all of the following checks, before accepting students for placement. Answering the following questions will allow for the most appropriate placement assignment to be secured, if possible. We encourage students to discuss any circumstances that may disqualify them from certain placements with a member of the practicum education program.

Have you ever been convicted of a crime (misdemeanor and/or felony) and/or have a negative CORI and/or criminal history in Massachusetts or any other state?

___ No ___ Yes

Are you currently, or have you ever been, a client with the Department of Children and Families (DCF, formerly the Department of Social Services, DSS) in Massachusetts or any other state?

___ No ___ Yes

Do you have any concerns around any agency mandated proof of immunization (including COVID-19 vaccination), health clearance from a medical professional, drug testing, and/or sex offender registry check (the student is responsible for any associated costs).

___ No ___ Yes

If you answered yes to any, please explain below or contact your assigned Practicum Education Staff to discuss.

Do you have a documented disability that you expect to make a request for reasonable accommodations within a practicum placement? ___ No ___ Yes

If yes, you must contact the Banacos Academic Center on Campus to determine potential specific internship accommodations for that documented disability before the practicum placement process can proceed. Written specifics of those potential accommodations must be provided to the Practicum Education Program by Banacos Academic Center prior to your practicum placement process. It is very useful to create a collaborative process between the Practicum Program, the Banacos Academic Center and the student, particularly since possible internship placement sites will require clarity of reasonable accommodations that are being requested as part of the interview and decision process. It is important to note that accommodations in the classroom may not be accommodated by a specific practicum placement agency.

If appropriate, please provide any information below that you believe might be helpful to us in locating the best possible practicum placement for you.

No Yes

Students may not be placed in settings where there is a potential or known conflict of interest and/or dual relationship. Are there any reasons you could not complete a field placement in a specific agency due to a conflict of interest and/or potential dual relationship (i.e. have previously worked there and/or have relatives or friends that work there, you or a family member receive(d) services there, etc.)?

Students with questions about whether a specific situation involves a dual relationship, or a conflict of interest should discuss their specific situation with their assigned field education staff.

AVAILABILITY

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
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WHILE SOCIAL WORK CAN BE DONE AT ANY TIME, PRACTICUM PLACEMENTS OFTEN CANNOT.

PER PRACTICUM POLICY, WE DO NOT GUARANTEE AFTER HOURS PLACEMENTS FOR ANY STUDENTS. MANY AGENCIES, EVEN IF THEY OPERATE OUTSIDE OF NORMAL BUSINESS HOURS (9am-5pm), DO NOT HAVE THE SUPERVISORS OR STAFFING AVAILABLE TO ACCOMMODATE AFTER HOURS OR WEEKEND INTERNSHIPS.

STUDENTS ARE EXPECTED TO HAVE CONVERSATIONS WITH THEIR EMPLOYERS ABOUT BEING IN THE PROGRAM AND IF THERE ARE ACCOMMODATIONS SUCH AS AN EMPLOYMENT-BASED OPTION OR FLEXIBLE SCHEDULES

PLEASE PROVIDE ANY ADDITIONAL INFORMATION AS IT RELATES TO YOUR AVAILABILITY.

NARRATIVES

As you know, Social Work Education is Competency based. We have included the Social Work Competencies at the end of this application for your reference. With the competencies in mind...

Describe three social work competencies and/or skills you will bring to a field placement:

Describe three social work competencies and/or skills you would like to further develop during your field placement:

Please share any additional information you feel is relevant for the Field Education Program to know:

YOUR ELECTRONIC SIGNATURE BELOW CONFIRMS THE FOLLOWING:

I have read the MSW Practicum Education Manual and understand that the information contained in the manual, as well as the information in this practicum application, represent the policies, procedures, and guidelines that I am required to follow regarding the practicum education portion of my academic program of study. My responses in this practicum application are accurate and complete. I also understand that I am responsible for contacting the Practicum Education Department if any of the information changes at any point in the practicum education process and/or after I have begun my practicum placement.

SIGNATURE

DATE

PLACEMENT OPTIONS/INTERESTS

In the practicum Department our priority is your educational and program needs. Additionally, we do our best to consider your preferences with hopes we can identify a placement that aligns with not only your needs, but also your wants. Please remember, you can learn something in every placement setting, **we do not guarantee identifying a placement that meets all stated preferences.**

Generalist placements may include schools, family service and child protective agencies, mental health and addictions programs, and other settings where generalist social work services are provided.

Advanced placements may include mental health and addictions programs, schools, family service and child protective agencies, medical settings, forensic settings, and other clinical social work services.

Please rank your interests in the following types of settings, identifying your top five:

<input type="checkbox"/> Schools	<input type="checkbox"/> Medical
<input type="checkbox"/> Residential	<input type="checkbox"/> Child Welfare
<input type="checkbox"/> Courts	<input type="checkbox"/> Community Mental Health

Please rank your interests in the following areas of focus, identifying your top three:

<input type="checkbox"/> Mental Health	<input type="checkbox"/> Housing	<input type="checkbox"/> Disabilities
<input type="checkbox"/> Domestic Violence	<input type="checkbox"/> Immigration	<input type="checkbox"/> Incarceration
<input type="checkbox"/> Substance Use	<input type="checkbox"/> Veterans	<input type="checkbox"/> Post-Incarceration

MSW 2nd years ONLY

Please rank your interest in age groups, in order of preference:

<input type="checkbox"/> Children	<input type="checkbox"/> Adults	<input type="checkbox"/> Geriatric
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We welcome ideas for new placement possibilities as something for our Practicum Department to explore. Below, please include any specific information around agency/contact people that you may be aware of. Your designated practicum staff will work with you around determining if securing that placement is possible.

Please remember that students are not allowed to finalize any specific practicum placement without the collaboration and approval from the Practicum Education Program.

Do you consent to your practicum advisor forwarding your resume or information to potential placements for the purpose of securing a placement? Yes _____ No _____

Do you intend to consider an employment-based practicum placement? Yes _____ No _____

Competency 1: Demonstrate Ethical and Professional Behavior

- a. 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 of ethics within the profession as appropriate to the context;
- b. demonstrate professional behavior; appearance; and oral, written, and electronic communication;
- c. use technology ethically and appropriately to facilitate practice outcomes; and
- d. use supervision and consultation to guide professional judgment and behavior.

Competency 2: Advance Human Rights and Social, Racial, Economic, and Environmental Justice

- a. advocate for human rights at the individual, family, group, organizational, and community system levels;
- b. engage in practices that advance human rights to promote social, racial, economic, and environmental justice

Competency 3: Engage Anti-Racism, Diversity, Equity, and Inclusion (ADEI) in Practice

- a. demonstrate anti-racist and anti-oppressive social work practice at the individual, family, group, organizational, community, research, and policy levels; and
- b. 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.

Competency 4: Engage in Practice-Informed Research and Research-Informed Practice

- a. apply research findings to inform and improve practice, policy, and programs; and
- b. identifies ethical, culturally informed, anti-racist, and anti-oppressive strategies that address inherent biases for use in quantitative and qualitative research methods to advance the purposes of social work.

Competency 5: Engage in Policy Practice

- a. 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
- b. applies critical thinking to analyze, formulate, and advocate for policies that advance human rights and social, racial, economic, and environmental justice.

Competency 6: Engage with Individuals, Families, Groups, Organizations, and Communities

- a. apply knowledge of human behavior and person-in-environment, as well as interprofessional conceptual frameworks, to engage with clients and constituencies; and
- b. use empathy, reflection, and interpersonal skills to engage in culturally responsive practice with clients and constituencies.

Competency 7: Assess Individuals, Families, Groups, Organizations, and Communities

- a. 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
- b. demonstrate respect for client self-determination during the assessment process by collaborating with clients and constituencies in developing a mutually agreed-upon plan.

Competency 8: Intervene with Individuals, Families, Groups, Organizations, and Communities

- a. engage with clients and constituencies to critically choose and implement culturally responsive, evidence-informed interventions to achieve client and constituency goals; and
- b. incorporate culturally responsive methods to negotiate, mediate, and advocate with and on behalf of clients and constituencies.

Competency 9: Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities

- a. select and use culturally responsive methods for evaluation of outcomes; and
- b. critically analyze outcomes and apply evaluation findings to improve practice effectiveness with individuals, families, groups, organizations, and communities.