GUIDE WITH EXAMPLES  
MSW FOUNDATION SOCIAL WORK FIELD PLACEMENT 
STUDENT LEARNING PLAN  
NOVEMBER 2015

The learning plan is a document developed by you and your agency instructor within the first few weeks of your field experience. It outlines activities that will enable you to exhibit the 9 core competencies as outlined by the Council on Social Work Education (CSWE) through 1-2 activities for each practice behavior. The examples are a general starting point as the unique agency activities along with your educational and professional goals should shape the activity you identify under each practice behavior.  
*It is okay if you plan is revised at any time during your placement, as long as your agency instructor and faculty liaison are in agreement. Be sure to include class assignments into your plan as appropriate. One activity may fit into more than one practice behavior so duplication is acceptable.

<table>
<thead>
<tr>
<th>Competency 1–Demonstrate Ethical and Professional Behavior</th>
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<tr>
<td>Description: 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 interprofessional 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.</td>
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<th>Practice Behavior</th>
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<tr>
<td>a. 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.</td>
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<table>
<thead>
<tr>
<th>Activities:</th>
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<tr>
<td>- Review Social Work Code of Ethics and (select one or more) reflect on it in a summary of learning(s), process it during a supervisory session and/or apply it to a case/example.</td>
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<tr>
<td>- Review agency policies and procedures and (select one or more) reflect on it in a summary of learning(s), process it during a supervisory session and/or apply it to a case/example.</td>
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<tr>
<td>- Present on an ethical issue to your agency instructor, team, and/or agency.</td>
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<tr>
<td>- Apply one or more principles of ethical decision making to a case/examples and (select one or more) reflect on it in a summary of learning(s) and/or process it during a supervisory session.</td>
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<tr>
<td>b. Use reflection and self-regulation to manage personal values and maintain professionalism in practice situations.</td>
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<tr>
<td>- Complete summary of learning that reflects upon personal conduct with client and agency staff, and share with agency instructor and faculty liaison.</td>
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<tr>
<td>- Seek clarification from agency instructor or other agency staff when ethical boundaries may be blurred, and provide examples and reflection on summary of learning.</td>
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</tbody>
</table>
c. Demonstrate professional demeanor in behavior; appearance; and oral, written, and electronic communication.

**Activities:**
- Uses appropriate language in oral, written and electronic communications. Give examples on your summary of learning(s).
- Document timely and correctly. Give examples on your summary of learning(s).

Practice Behavior

d. Use technology ethically and appropriately to facilitate practice outcomes.

**Activities:**
- Review agency technology policies and (select one or more) reflect on it in a summary of learning(s), process it during a supervisory session and/or apply it to a case.
- Draft up an agency technology policy.

Practice Behavior

e. Use supervision and consultation to guide professional judgment and behavior.

**Activities:**
- Consult with supervisor or other agency staff before, during and/or after client contacts/agency activities, and follow up with recommendations.
- Participate in the required 1 hour a week structured supervisory session to process experiences, review summary of learning and plan for future activities.
- Attend professional development activities and write a summary to share with agency instructor as it relates to classroom teachings and/or agency activities.

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**Competency 2– Engage Diversity and Difference in Practice**

**Description:** 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 Behavior**

a. Apply and communicate understanding of the importance of diversity and difference in shaping life experiences in practice at the micro, mezzo, and macro levels.

**Activities:**
- Give an example of assessment, planning and intervention as it relates to diversity issues at the micro, mezzo and/or macro level.
- Apply diversity assessment, planning and intervention to a case/example.
- Apply Rapport Five Rules and (select one or more) reflect on it in a summary of learning(s), process it during a supervisory session and/or apply it to a case.
- Draft up an agency technology policy.

Practice Behavior

b. Present themselves as learners and engage clients and constituencies as experts of their own experiences.

**Activities:**
- Present knowledge of a diverse population to agency.
- Participate in professional development to learn about diversity issues (i.e. Refugee populations, UNI NCBI training, poverty simulation, etc.) and write a summary to share with agency instructor as it relates to classroom teachings and/or agency activities.

Practice Behavior

c. Apply self-awareness and self-regulation to manage the influence of personal biases and values in working with diverse clients and constituencies.

**Activities:**
- Participate in professional development to learn about diversity issues (i.e. Refugee populations, UNI NCBI training, poverty simulation, etc.) and write a summary to share with agency instructor as it relates to classroom teachings and/or agency activities.
Recognize when personal biases may impact/influence ability to serve client and (select one or more) reflect on it in a summary of learning(s), process it during a supervisory session and/or apply it to a case/example.

### Competency 3– Advance Human Rights and Social, Economic, and Environmental Justice

**Description:** 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 Behavior**
- a. Apply their understanding of social, economic, and environmental justice to advocate for human rights at the individual and system levels.

**Activities:**
- Understand agency, local, state and federal guidelines for addressing oppression and discrimination and apply it to a case/example.
- Actively participate in meetings/task force specifically aimed at addressing client, agency and/or community needs.
- Understand entitlement programs and apply it to a case/example.
- Interview a community leader on human rights and social justice issues their agency addresses.

- b. Engage in practices that advance social, economic, and environmental justice.

**Activities:**
- Build a network between agency and community.
- Engage in lobbying activities (face to face, letters, emails, phone) to address elimination of oppression and injustices evident in the community and (select one or more) reflect on it in a summary of learning(s), process it during a supervisory session and/or apply it to a case/example.
- Walk a client through a grievance procedure at the local or state level.

### Competency 4– Engage In Practice-informed Research and Research-informed Practice

**Description:** 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 Behavior**
- a. Use practice experience and theory to inform scientific inquiry and research

**Activities:**
- Conduct a single subject design project at the micro, mezzo or macro level and share out findings with agency instructor.
- Analyze agency data and (select one or more) reflect on it in a summary of learning(s), process it during a supervisory session and/or apply it to a case/example as it relates to research.

- b. Apply critical thinking to engage in analysis of quantitative and qualitative research methods and research findings
| Activities: | - Conduct a literature review (at least 5 articles in peer reviewed journals) that relates to practice(s) and/or intervention(s) the agency uses.  
- Conduct a literature review (at least 5 articles in peer reviewed journals) on a issue/social problem that relates to the client base and ascertain how best to address that issue/problem. |
| Practice Behavior c. Use and translate research evidence to inform and improve practice, policy, and service delivery | |
| Activities: | - Conduct a literature review (at least 5 articles in peer reviewed journals) that relates to practice(s) and/or intervention(s) the agency uses.  
- Conduct a literature review (at least 5 articles in peer reviewed journals) on an issue/social problem that relates to the client base and ascertain how best to address that issue/problem.  
- Present to agency staff/community partners evidence-informed practice(s)/intervention(s)/program(s) as it relates to their client base. |

**Competency 5—Engage in Policy Practice**

**Description:** 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.

**Practice Behavior**

a. Identify social policy at the local, state, and federal level that impacts well-being, service delivery, and access to social services.

**Activities:**
- Review federal, state and/or local policies that impact agency services/activities and (select one or more) reflect on it in a summary of learning(s), process it during a supervisory session and/or apply it to a case/example.

**Practice Behavior**

b. Assess how social welfare and economic policies impact the delivery of and access to social services.

**Activities:**
- Analyze practices of agency against current agency policy implications.
- Analyze or track a bill related to agency or community services.

**Practice Behavior**

c. Apply critical thinking to analyze, formulate, and advocate for policies that advance human rights and social, economic, and environmental justice.

**Activities:**
- Participate on multi-disciplinary teams
- Use of supervisor session to engage in discussions about improving services and/or service delivery to address and address human rights.

**Competency 6—Engage with Individuals, Families, Groups, Organizations, and Communities**

**Description:** 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 impac
t their ability to effectively engage with diverse clients and constituencies.

Social workers value principles of relationship-building and interprofessional collaboration to facilitate
engagement with clients, constituencies, and other professionals as appropriate.

### Practice Behavior

**a.** Apply knowledge of human behavior and the social environment, person-in-environment, and other
multidisciplinary theoretical frameworks to engage with clients and constituencies.

**Activities:**
- Apply ecological system theory to a case/agency example.
- Create an eco-map at the micro, mezzo and/or macro level.
- Create a genogram at the micro level.
- Apply preparing skills prior to engagement activities at the micro, mezzo and/or macro levels and (select one or more) reflect on it in a summary of learning(s), process it during a supervisory session and/or apply it to a case/example.
- Apply beginning phase skills during engage activities at the micro, mezzo and/or macro levels and (select one or more) reflect on it in a summary of learning(s), process it during a Supervisory session and/or apply it to a case/example.

### Practice Behavior

**b.** Use empathy, reflection, and interpersonal skills to effectively engage diverse clients and constituencies.

**Activities:**
- Assess yourself against a self-awareness tool, share out results with agency instructor, and discuss any findings/implications.
- Participate in professional development to learn about diversity issues (i.e. Refugee populations, UNI NCBI training, poverty simulation, etc.) and write a summary to share with agency instructor as it relates to classroom teachings and/or agency activities.
- Observe and eventually actively participate in/lead intake activities with client base.
- Write social histories that reflect consideration of the whole person.
- Receive feedback from agency instructor during supervisory sessions regarding engagement skills (attend, seek, clarify, reflect) and follow through with recommendations.

### Competency 7 – Assess Individuals, Families, Groups, Organizations, and Communities

**Description:** 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 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 interprofessional collaboration in this process. Social workers understand how their personal experiences and affective reactions may affect their assessment and decision-making.

### Practice Behavior

**a.** Collect and organize data, and apply critical thinking to interpret information from clients and constituencies.

**Activities:**
- Knowledge and correct use of agency assessment tools at the micro, mezzo and/or macro level.
- Be able to correctly interpret data gathered from assessment tools as evidenced by discussions during supervisory meetings and reflections on summary of learning(s).

### Practice Behavior

**b.** 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.
### Activities:

- Apply the 4 Factors of Positive Client Outcomes during assessments as evidenced by discussions during supervisory meetings and reflections on summary of learning(s).
- Apply exploring phase skills during assessment activities at the micro, mezzo and/or macro levels and (select one or more) reflect on it in a summary of learning(s), process it during a supervisory session and/or apply it to a case/example.
- Apply assessing phase skills during assessment activities at the micro, mezzo and/or macro levels and (select one or more) reflect on it in a summary of learning(s), process it during a supervisory session and/or apply it to a case/example.

### Practice Behavior

**c. Develop mutually agreed-on intervention goals and objectives based on the critical assessment of strengths, needs, and challenges within clients and constituencies.**

**Activities:**

- Assess client readiness for change (use of the classroom checklist).
- Engage appropriately with clients to reach consensus on goal(s).

### Practice Behavior

**d. Elect appropriate intervention strategies based on the assessment, research knowledge, and values and preferences of clients and constituencies.**

**Activities:**

- Align results of assessment data to appropriate interventions and/or referrals.
- Create a hypothesis based on assessment results at the micro, mezzo and/or macro level.
- Identify the task assigned from the readiness for change checklist to client and social worker during supervisory meetings and reflections on summary of learning(s).

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### Competency 8 – Intervene with Individuals, Families, Groups, Organizations, and Communities

**Description:** 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 interprofessional teamwork and communication in interventions, recognizing that beneficial outcomes may require interdisciplinary, interprofessional, and interorganizational collaboration.

**Practice Behavior**

**a. Critically choose and implement interventions to achieve practice goals and enhance capacities of clients and constituencies.**

**Activities:**

- Apply knowledge of the 6 criteria of a well-defined goal.
- Apply knowledge of a SMART Goal.

**Practice Behavior**

**b. Apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in interventions with clients and constituencies.**

**Activities:**

- Implement intervention plan at the micro, mezzo and/or macro level.
- Apply contracting phase skills during intervention activities at the micro, mezzo and/or macro levels and (select one or more) reflect on it in a summary of learning(s), process it during a supervisory session and/or apply it to a case/example.

**Practice Behavior**

**c. Use inter-professional collaboration as appropriate to achieve beneficial practice outcomes.**
### Activities:
- Participate in agency and/or community staffings.
- Participate in case consultations

#### Practice Behavior

d. Negotiate, mediate, and advocate with and on behalf of diverse clients and constituencies.

#### Activities:
- Provide crisis management services
- Advocate for clients during meetings
- Practice social work roles and (select one or more) reflect on it in a summary of learning(s), process it during a supervisory session and/or apply it to a case/example.

#### Practice Behavior
e. Facilitate effective transitions and endings that advance mutually agreed-on goals.

#### Activities:
- Participate in progress reviews of selected interventions at the micro, mezzo and/or macro level.
- Modify goals and interventions as needed
- Participate in termination of services when appropriate

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

**Description:** 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 Behavior

a. Select and use appropriate methods for evaluation of outcomes.

#### Activities:
- Knowledge and correct use of agency evaluation tools at the micro, mezzo and/or macro level.
- Conduct and analyze client satisfaction surveys.
- Identify specific measurements for evaluating progress for each activity on intervention plan at micro, mezzo and/or macro level.

#### Practice Behavior

b. Apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in the evaluation of outcomes.

#### Activities:
- Analyze and summarize how the agency utilizes data at the micro, mezzo and/or macro level.
- Apply evaluating and ending phase skills during evaluation and/or termination activities at the micro, mezzo and/or macro levels and (select one or more) reflect on it in a summary of learning(s), process it during a supervisory session and/or apply it to a case/example.

#### Practice Behavior

c. Critically analyze, monitor, and evaluate intervention and program processes and outcomes.

#### Activities:
- Be able to correctly interpret data gathered from assessment tools as evidenced by discussions during supervisory meetings and reflections on summary of learning(s).

#### Practice Behavior

d. Apply evaluation findings to improve practice effectiveness at the micro, mezzo, and macro levels.
| Activities: | - Apply data interpretation to changes at the agency at the micro, mezzo and/or macro levels. |