

# Learning Agreement

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**Field Director**

Kim S. Johnson, MSW, LMSW  
989.964.2547  
ksjohns2@svsu.edu

**Assistant to the Field Director**

989.964.2892  
swfield@svsu.edu



## Learning Agreement and Evaluation

Fall Semester

**Name of Student:**

**Date:**

**Name of Field Instructor:**

**Name of Agency:**

**Number of Hours Completed by Student this semester:**

**Instructions for Rating Students on the 9 Competencies in the First Part of the Evaluation:**

This evaluation is intended to give the student feedback about her or his performance, and to recommend a grade for the direct practice portion of the field placement course. The faculty liaison has responsibility of assigning the final grade for field instruction.

**The grade that is assigned will be based on the following:**

Field instructor evaluation of student performance in field placement and student completion of written assignments, and attendance / participation in field liaison meetings scheduled throughout the semester. The expectations for Field Work can be found on page 16.

THE STANDARD BY WHICH A STUDENT IS TO BE COMPARED IS THAT OF A NEW BEGINNING-LEVEL SOCIAL WORKER. THE NINE COMPETENCIES SPECIFIED IN THIS FORM ARE THOSE ESTABLISHED BY OUR NATIONAL ACCREDITING ORGANIZATION, THE COUNCIL ON SOCIAL WORK EDUCATION. UNDER EACH COMPETENCY STATEMENT ARE SEVERAL PRACTICE BEHAVIORS THAT WE ASK THAT YOU RATE ACCORDING TO THE FOLLOWING CRITERIA. RATINGS BELOW ARE BASED ON STUDENT LEARNING TASKS IDENTIFIED ON THE LEARNING AGREEMENT. IF THE STUDENT COMPLETED ADDITIONAL TASKS, PLEASE LIST THESE IN THE COMMENTS SECTION FOR EACH COMPETENCY.

<b>Competency:</b>	<b>Student Will:</b>	<b>Level of Competency Achievement</b>	<b>Student Tasks &amp; Evidence of Attainment</b>	<b>Date Achieved-Comment</b>
<p><b>1) Demonstrate Ethical and Professional Behavior</b></p> <p>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.</p>	<p>1.1 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</p>	<p>Please select Achievement for <b>Competency 1.1</b></p>	<p>1.1 A</p> <p>1.1 B</p>	
	<p>1.2 Use reflection and self-regulation to manage personal values and maintain professionalism in practice situations</p>	<p>Please select Achievement for <b>Competency 1.2</b></p>	<p>1.2 A</p> <p>1.2 B</p>	

<p><b>1) Demonstrate Ethical and Professional Behavior</b></p> <p>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.</p>	<p>1.3 Demonstrate professional demeanor in behavior; appearance; and oral, written, and electronic communication</p>	<p>Please select Achievement for <b>Competency 1.3</b></p>	<p>1.3 A</p> <p>1.3 B</p>	
	<p>1.4 Use technology ethically and appropriately to facilitate practice outcomes</p>	<p>Please select Achievement for <b>Competency 1.4</b></p>	<p>1.4 A</p> <p>1.4 B</p>	
	<p>1.5 Use supervision and consultation to guide professional judgment and behavior</p>	<p>Please select Achievement for <b>Competency 1.5</b></p>	<p>1.5 A</p> <p>1.5 B</p>	

<b>Competency:</b>	<b>Student Will:</b>	<b>Level of Competency Achievement</b>	<b>Student Tasks &amp; Evidence of Attainment</b>	<b>Date Achieved-Comment</b>
<p><b>2) Engage Diversity and Difference in Practice</b></p> <p>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.</p>	<p>2.1 Apply and communicate understanding of the importance of diversity and difference in shaping life experiences in practice at the micro, mezzo, and macro levels</p>	<p>Please select Achievement for <b>Competency 2.1</b></p>	<p>2.1 A</p> <p>2.1 B</p>	
	<p>2.2 Present themselves as learners and engage clients and constituencies as experts of their own experiences</p>	<p>Please select Achievement for <b>Competency 2.2</b></p>	<p>2.2 A</p> <p>2.2 B</p>	
	<p>2.3 Apply self-awareness and self-regulation to manage the influence of personal biases and values in working with diverse clients and constituencies</p>	<p>Please select Achievement for <b>Competency 2.3</b></p>	<p>2.3 A</p> <p>2.3 B</p>	

<b>Competency:</b>	<b>Student Will:</b>	<b>Level of Competency Achievement</b>	<b>Student Tasks &amp; Evidence of Attainment</b>	<b>Date Achieved-Comment</b>
<p><b>3) Advance Human Rights and Social, Economic, and Environmental Justice</b></p> <p>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.</p>	<p>3.1 Apply their understanding of social, economic, and environmental justice to advocate for human rights at the individual and system levels</p>	<p>Please select Achievement for <b>Competency 3.1</b></p>	<p>3.1 A</p> <p>3.1 B</p>	
	<p>3.2 Engage in practices that advance social, economic, and environmental justice</p>	<p>Please select Achievement for <b>Competency 3.2</b></p>	<p>3.2 A</p> <p>3.2 B</p>	

Competency:	Student Will:	Level of Competency Achievement	Student Tasks & Evidence of Attainment	Date Achieved-Comments
<p><b>4) Engage In Practice-informed Research and Research-informed Practice</b></p> <p>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.</p>	<p>4.1 Use practice experience and theory to inform scientific inquiry and research</p>	<p>Please select Achievement for <b>Competency 4.1</b></p>	<p>4.1 A</p> <p>4.1 B</p>	
	<p>4.2 Apply critical thinking to engage in analysis of quantitative and qualitative research methods and research findings</p>	<p>Please select Achievement for <b>Competency 4.2</b></p>	<p>4.2 A</p> <p>4.2 B</p>	
	<p>4.3 Use and translate research evidence to inform and improve practice, policy, and service delivery</p>	<p>Please select Achievement for <b>Competency 4.3</b></p>	<p>4.3 A</p> <p>4.3 B</p>	

Competency:	Student Will:	Level of Competency Achievement	Student Tasks & Evidence of Attainment	Date Achieved-Comments
<p><b>5) Engage in Policy Practice</b></p> <p>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. Social workers:</p>	<p>5.1 Identify social policy at the local, state, and federal level that impacts well-being, service delivery, and access to social services</p>	<p>Please select Achievement for <b>Competency 5.1</b></p>	<p>5.1 A</p> <p>5.1 B</p>	
	<p>5.2 Assess how social welfare and economic policies impact the delivery of and access to social services</p>	<p>Please select Achievement for <b>Competency 5.2</b></p>	<p>5.2 A</p> <p>5.2 B</p>	
	<p>5.3 Apply critical thinking to analyze, formulate, and advocate for policies that advance human rights and social, economic, and environmental justice</p>	<p>Please select Achievement for <b>Competency 5.3</b></p>	<p>5.3 A</p> <p>5.3 B</p>	



Competency:	Student Will:	Level of Competency Achievement	Student Tasks & Evidence of Attainment	Date Achieved-Comments
<p><b>6) Engage with Individuals, Families, Groups, Organizations, and Communities</b></p> <p>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 impact 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.</p>	<p>6.1 Apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks to engage with clients and constituencies</p>	<p>Please select Achievement for <b>Competency 6.1</b></p>	<p>6.1 A</p> <p>6.1 B</p>	
	<p>6.2 Use empathy, reflection, and interpersonal skills to effectively engage diverse clients and constituencies</p>	<p>Please select Achievement for <b>Competency 6.2</b></p>	<p>6.2 A</p> <p>6.2 B</p>	

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<p><b>7) Assess Individuals, Families, Groups, Organizations, and Communities</b></p> <p>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.</p>	<p>7.1 Collect and organize data, and apply critical thinking to interpret information from clients and constituencies</p>	<p>Please select Achievement for <b>Competency 7.1</b></p>	<p>7.1 A</p> <p>7.1 B</p>	
	<p>7.2 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</p>	<p>Please select Achievement for <b>Competency 7.2</b></p>	<p>7.2 A</p> <p>7.2 B</p>	

<p><b>7) Assess Individuals, Families, Groups, Organizations, and Communities</b></p> <p>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.</p>	<p>7.3 Develop mutually agreed-on intervention goals and objectives based on the critical assessment of strengths, needs, and challenges within clients and constituencies</p>	<p>Please select Achievement for <b>Competency 7.3</b></p>	<p>7.3 A</p> <p>7.3 B</p>	
	<p>7.4 Select appropriate intervention strategies based on the assessment, research knowledge, and values and preferences of clients and constituencies</p>	<p>Please select Achievement for <b>Competency 7.4</b></p>	<p>7.4 A</p> <p>7.4 B</p>	

<b>Competency:</b>	<b>Student Will:</b>	<b>Level of Competency Achievement</b>	<b>Student Tasks &amp; Evidence of Attainment</b>	<b>Date Achieved-Comments</b>
<p><b>8) Intervene with Individuals, Families, Groups, Organizations, and Communities</b></p> <p>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.</p>	<p>8.1 Critically choose and implement interventions to achieve practice goals and enhance capacities of clients and constituencies</p>	<p>Please select Achievement for <b>Competency 8.1</b></p>	<p>8.1 A</p> <p>8.1 B</p>	
	<p>8.2 Apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in interventions with clients and constituencies</p>	<p>Please select Achievement for <b>Competency 8.2</b></p>	<p>8.2 A</p> <p>8.2 B</p>	

<p><b>8) Intervene with Individuals, Families, Groups, Organizations, and Communities</b></p> <p>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.</p>	<p>8.3 Use inter-professional collaboration as appropriate to achieve beneficial practice outcomes</p>	<p>Please select Achievement for <b>Competency 8.3</b></p>	<p>8.3 A</p> <p>8.3 B</p>	
	<p>8.4 Negotiate, mediate, and advocate with and on behalf of diverse clients and constituencies</p>	<p>Please select Achievement for <b>Competency 8.4</b></p>	<p>8.4 A</p> <p>8.4 B</p>	
	<p>8.5 Facilitate effective transitions and endings that advance mutually agreed-on goals</p>	<p>Please select Achievement for <b>Competency 8.5</b></p>	<p>8.5 A</p> <p>8.5 B</p>	

<b>Competency:</b>	<b>Student Will:</b>	<b>Level of Competency Achievement</b>	<b>Student Tasks &amp; Evidence of Attainment</b>	<b>Date Achieved-Comments</b>
<p><b>9) Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities</b></p> <p>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.</p>	<p>9.1 Select and use appropriate methods for evaluation of outcomes</p>	<p>Please select Achievement for <b>Competency 9.1</b></p>	<p>9.1 A</p> <p>9.1 B</p>	
	<p>9.2 Apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in the evaluation of outcomes</p>	<p>Please select Achievement for <b>Competency 9.2</b></p>	<p>9.2 A</p> <p>9.2 B</p>	
	<p>9.3 Critically analyze, monitor, and evaluate intervention and program processes and outcomes</p>	<p>Please select Achievement for <b>Competency 9.3</b></p>	<p>9.3 A</p> <p>9.3 B</p>	
	<p>9.4 Apply evaluation findings to improve practice effectiveness at the micro, mezzo, and macro levels</p>	<p>Please select Achievement for <b>Competency 9.4</b></p>	<p>9.4 A</p> <p>9.4 B</p>	

Based on your evaluation, the following is the Calculated Grade for the student:

**Calculated Grade:**

If you feel that the student earned a different grade than the grade that has been calculated, please recommend a grade and provide evidence to support the variance.

**Recommended Percentage Grade:**

Please express this grade as a percentage based on the following scale:

Grade	Percentage	Grade	Percentage
A	93 - 100%	C+	77 - 79.9%
A-	90 - 92.9%	C	69.5 - 76.9%
B+	87 - 89.9%	D	59.5 - 69.4%
B	83 - 86.9%	F	59.4% or lower
B-	80 - 82.9%		

**Evidence to support the variance:**

**Signature of Agency Field Instructor:**

**Date:**

## **Field Work Expectations**

Updated 08/2015

### **Exceeds Expectations:**

Student demonstrated exceeding the expectations of their Learning Agreement as evidenced by the following:

- 230 or more documented hours completed within the Agency. (Does not include students with independent study requirements.)
  - Includes 1 or more hours of supervision weekly.
- Use of Supervision is reflective of an entry level Social Work Professional in the field.
  - The student demonstrates independent thought and guides the supervision experience.
  - The student presents concerns regarding the agency or field experience in a professional manner that also provides solutions in an appropriate manner.
- The student has completed all identified learning tasks and has participated in agency events and activities beyond what has been identified in the Learning Agreement.
- The student demonstrated perfect attendance.

### **Meets Expectations:**

The Student demonstrated meeting the expectations of their Learning Agreement as evidenced by the following:

- 225 documented hours completed within the Agency.
  - Includes 1 hour of supervision weekly.
- Use of Supervision is reflective of a Social Work student under the guidance of a Licensed Social Worker.
  - The student demonstrates competency in seeking supervision or resources to support their learning experience and enhance their independence within the Agency.
- The student has completed all identified learning tasks as identified in the Learning Agreement.
- The student missed 1 or fewer days of field work.

### **Minimally Meets Expectations:**

The Student demonstrated minimally meeting the expectations of their Learning Agreement as evidenced by the following:

- 225 documented hours completed within the Agency.
  - Includes 1 hour of supervision weekly.
- Use of Supervision is reflective of a Social Work student that requires additional supports beyond what is expected:
  - The student attends Supervision regularly and is unprepared and/or not able to process or reflect with the Supervisor in order to improve Social Work skills.
  - The student has missed 3 scheduled Supervision meetings.
- The student has not completed 1 of the 2 learning tasks identified for a practice behavior on the Learning Agreement and has shown an effort to complete the tasks assigned.
- The student missed no more than 2 days of field work.

### **Failed to Meet Expectations:**

The Student demonstrated a failure to meet expectations of their Learning Agreement as evidenced by the following:

- Fewer than 225 documented hours completed within the Agency.
  - Includes fewer than 1 hour of supervision weekly.
- Use of Supervision is not reflective of a Social Work student working under a Licensed Social Work Professional.
  - The student does not attend Supervision regularly and is unprepared and/or not able to process or reflect with the Supervisor in order to improve Social Work skills.
  - The student has missed 4 or more scheduled Supervision meetings.
- The student has not completed 1 or more of the learning tasks identified for a practice behavior on the Learning Agreement and has not shown an effort to complete the tasks assigned.
- The student missed more than 3 days of field work.



OVERALL EVALUATION:

**Please check one of the following.**

This student has excelled in field placement by performing above expectations for first semester students.

This student has met the expectations of the first semester field placement.

This student has not met the expectations of the first semester field placement. (Please provide more detail below.)

This student has demonstrated serious deficits in performance for the first semester field placement and perhaps should be encouraged to pursue another major. (Please provide more detail below.)

**Please check all that apply:**

*I notified and discussed with the Field Liaison my concerns regarding the student's performance deficits prior to the completion of the student field evaluation.*

*A Behavior Plan was implemented during this semester.*

Comments/elaboration:

***The following section should be completed by the student:***

My agency Field Instructor has discussed this evaluation with me, and I have received a copy. My agreement or disagreement follows:

**I agree with the evaluation**

**I do not agree with the evaluation**

If the student disagrees with the evaluation she/he should state that disagreement in writing and submit a copy to both the agency Field Instructor and the Faculty Liaison. A meeting between the student, Field Instructor, and Faculty Liaison should then be held to discuss the disagreement.

**Student Signature:**

**Date:**