

**Department of Social Work - Field Program** 

#### STUDENT FIELD EVALUATION MSW FIRST YEAR (Non-Advanced)

Name of Student:	Date:
Student ID#:	<b>Evaluation Period:</b> Midterm Final
Faculty Field Liaison:	Hours Completed to Date: /480
Agency Name:	Field Instructor Name:
Agency Address:	
FOR OFFICE USE ONLY: CSWE Field Placement Category:	

**Background:** The Council on Social Work Education (CSWE), the accrediting body on social work education, requires first year master's level social work (MSW) students demonstrate competency in 9 areas. Associated with these competencies is a set of 31 behaviors. The social work field placement is an area in which the student is expected to demonstrate competency of the behaviors. To ensure the student develops the requisite behaviors, field supervisors are asked to evaluate the student at the mid-point and final week of the field.

#### DIRECTIONS

Please reflect back over the evaluation period and evaluate the extent to which the competencies have been met, using the 5-point rating scale indicated below (1=poor to 5=excellent). Indicate your response by placing an "x" in the box  $\Box$  that corresponds to the observed behavior listed in the second column labeled *assessed indicators*. For each competency area, compute the *Mean Score* by summing all items for each behavior that received a numeric score (1 – 5) and dividing by the number of items that were scored. Please include comments for items that were marked N.O. Feel free to include additional comments that support ratings in the competency areas. Where the word **client** or **clients** is used, it is meant to represent, groups, communities, organizations. *Mean Score in Competencies should be completed by the Field Instructor*.

Rating	Categories	Definition of Categories
1	Poor	The student is functioning significantly below expectations for students in this area.
2	Fair	The student is functioning somewhat below expectations for students in this area.
3	Good	The student has met the expectations for students in this area.
4	Very Good	The student is functioning somewhat above expectations for students in this area.
5	Excellent	The student has excelled in this area.
N.O.	Not Observed	Did not observe the practice behavior. Student did not have the opportunity to demonstrate competence in this area. (Do not include in mean score)

### **COMPETENCY 1: DEMONSTRATE ETHICAL AND PROFESSIONAL BEHAVIOR**

Behavior Specified by CSWE	Assessed Indicators	1 Poor	2 Fair	3 Good	4 Very Good	5 Excellent	N.O. Not Observed
Make ethical decisions by applying the standards of the NASW Code of Ethics, relevant	1. Employ ethical decision making when working with clients.						
laws and regulations, models for ethical decision-making,	2. Adhere to agency policies.						
ethical conduct of research, and additional codes of ethics as appropriate to context	3. Consider state or federal laws when working with clients.						
Use reflection and self- regulation to manage personal	4. Show personal reflection through areas such as supervision meetings or daily logs.						
values and maintain professionalism in practice situations	5. Correct practice mistakes once they are recognized.						
	6. Demonstrate professional social work behavior.						
	7. Dress appropriately for the professional social work environment.						
Demonstrate professional	8. Act professionally when verbally communicating with clients.						
demeanor in behavior; appearance; and oral, written, and electronic communication	9. Act professionally when verbally communicating with other professionals.						
	10. Demonstrate professionalism when using non- verbal communication with clients.						
	11. Demonstrate professionalism when using non- verbal communication with other professionals.						
	12. Demonstrate basic competency in word processing programs.						
Use technology ethically and	13. Use technology effectively to facilitate positive practice outcomes.						
appropriately to facilitate practice outcomes	14. Demonstrate professionalism when using technology, such as cell phone, email, or social media.						
	15. Abide by specific agency policies regarding use of all technologies.						
Use supervision and consultation to guide professional judgment and behavior	16. Use supervision appropriately.						
	17. Consult with supervisor regarding clients.						
Mean Score in Competency           Add scored items – those that received 1, 2, 3, 4, or 5, and divide by total number of scored items. (Remember: N.O. is not a scored item)							

Behavior Specified by CSWE	Assessed Indicators	1 Poor	2 Fair	3 Good	4 Very Good	5 Excellent	N.O. Not Observed
Apply and communicate understanding of the importance of diversity and	1. Demonstrate a commitment to culturally competent practice.						
importance of diversity and difference in shaping life experiences in practice at the micro, mezzo, and macro levels	2. Practice ethnic sensitive social work practice.						
	3. Treat clients with dignity.						
Present themselves as a learners and engage clients	4. Act courteously towards clients.						
and constituencies as experts of their own experiences	5. Treat clients fairly.						
	6. Actively engage clients in the problem solving process.						
Apply self-awareness and self-regulation to manage the influence of personal biases and values in working with diverse clients and constituencies	7. Recognize individual biases when serving diverse clients.						
	8. Exhibit respectful non-biased behaviors towards diverse client populations.						
Mean Score in Competency Add scored items – those that received 1, 2, 3, 4, or 5, and divide by total number of scored items (Remember: N.O. is not a scored item							

# COMPETENCY 3: ADVANCE HUMAN RIGHTS AND SOCIAL, ECONOMIC & ENVIRONMENTAL JUSTICE

Behavior Specified by CSWE	Assessed Indicators	1 Poor	2 Fair	3 Good	4 Very Good	5 Excellent	N.O. Not Observed
Apply their understanding of social, economic, and environmental justice to advocate for human rights at the individual and system levels.	1. Demonstrate a commitment to addressing social injustices.						
	2. Model a commitment to economic justice.						
Engage in practices that	3. Consider client characteristics, such as race, culture, ethnicity, gender, or lifestyle in assessments.						
advance social, economic, and environmental justice	4. Show an understanding of client characteristics as factors that limit access to resources.						
Add scored items – those that r	<b>Mean Score in Competency</b> eceived 1, 2, 3, 4, or 5, and divide by total number of scored items. (Remember: N.O. is not a scored item)						

### COMPETENCY 4: ENGAGE IN PRACTICE-INFORMED RESEARCH AND RESEARCH-INFORMED PRACTICE

Behavior Specified by CSWE	Assessed Indicators	1 Poor	2 Fair	3 Good	4 Very Good	5 Excellent	N.O. Not Observed
Use practice experience and theory to inform scientific	<ol> <li>Share information with colleagues regarding the effectiveness of services used with clients.</li> </ol>						
inquiry and research	2. Develop practice questions that might be addressed by research.						
Apply critical thinking to engage in analysis of	3. Evaluate quantitative research studies to guide professional work with clients.						
quantitative and qualitative research methods and research findings	4. Analyze qualitative research studies to guide professional work with clients.						
Use and translate research	<ol> <li>Use professional social work literature to identify appropriate support services or interventions for clients.</li> </ol>						
evidence to inform and improve practice, policy, and service delivery	6. Continuously evaluate client outcomes to inform ongoing practice.						
	<ol> <li>Draw upon the knowledge of colleagues to identify appropriate support services for clients.</li> </ol>						
Mean Score in Competency Add scored items – those that received 1, 2, 3, 4, or 5, and divide by total number of scored items. (Remember: N.O. is not a scored item)							

### **COMPETENCY 5: ENGAGE IN POLICY PRACTICE**

Behavior Specified by CSWE	Assessed Indicators	1 Poor	2 Fair	3 Good	4 Very Good	5 Excellent	N.O. Not Observed
Identify social policy at the local, state, and federal level that impacts well-being, service delivery, and access to social services	1. Identify agency policies that affect client outcomes.						
	2. Recognize local, state, or federal policies that impact client outcomes.						
Assess how social welfare and economic policies impact the delivery of and access to social services	<ol> <li>Assess the extent to which social or agency policies affect the delivery of services to clients.</li> </ol>						
Apply critical thinking to analyze, formulate, and advocate for policies	4. Advocate for strategies to address social or economic barriers.						
that advance human rights and social, economic, and environmental justice	5. Promote activities that center on social justice or equality.						
Add scored items – those that reco	<b>Mean Score in Competency</b> vived 1, 2, 3, 4, or 5, and divide by total number of scored items. (Remember: N.O. is not a scored item)						

# COMPETENCY 6: ENGAGE WITH INDIVIDUALS, FAMILIES, GROUPS, ORGANIZATIONS, AND COMMUNITIES

Behavior Specified by CSWE	Assessed Indicators	1 Poor	2 Fair	3 Good	4 Very Good	5 Excellent	N.O. Not Observed
Apply knowledge of human behavior and the social	<ol> <li>Identify the impact of systems on clients' lives.</li> </ol>						
environment, person-in- environment, and other multidisciplinary theoretical frameworks to engage with clients and constituencies	2. Understand how the environment affects clients.						
	3. Use the person-in-environment perspective to develop client plans.						
	<ol><li>Show empathy when engaging with clients.</li></ol>						
Use empathy, reflection, and interpersonal skills to effectively	5. Demonstrate effective interpersonal skills with clients.						
engage diverse clients and constituencies	6. Use reflection as a tool to engage clients.						
	7. Positively interact with other professionals.						
Mean Score in Competency Add scored items – those that received 1, 2, 3, 4, or 5, and divide by total number of scored items. (Remember: N.O. is not a scored item)							

# COMPETENCY 7: ASSESS INDIVIDUALS, FAMILIES, GROUPS, ORGANIZATIONS, AND COMMUNITIES

Behavior Specified by CSWE	Assessed Indicators	1 Poor	2 Fair	3 Good	4 Very Good	5 Excellent	N.O. Not Observed
Collect and organize data, and apply critical thinking to interpret information	1. Adhere to agency policy regarding data collection.						
from clients and constituencies	2. Use agency data appropriately.						
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	3. Use theory to interpret client assessment data.						
Develop mutually agreed-on intervention goals and objectives based on the critical	4. Collaborate with clients to develop mutually agreed upon goals.						
assessment of strengths, needs, and challenges within clients and constituencies	5. Work with clients to identify mutually agreed upon interventions.						
Select appropriate intervention strategies based on the assessment, research knowledge, and values and preferences of clients and constituencies	6. Recommend appropriate interventions for individual clients.						
<b>Mean Score in Competency</b> Add scored items – those that received 1, 2, 3, 4, or 5, and divide by total number of scored items. (Remember: N.O. is not a scored item)							

# COMPETENCY 8: INTERVENE WITH INDIVIDUALS, FAMILIES, GROUPS, ORGANIZATIONS, AND COMMUNITIES

Behavior Specified by CSWE	Assessed Indicators	1 Poor	2 Fair	3 Good	4 Very Good	5 Excellent	N.O. Not Observed
Critically choose and implement interventions to achieve practice goals and enhance capacities of clients and constituencies	<ol> <li>Discuss prevention strategies to assist clients with avoiding future problems.</li> </ol>						
Apply knowledge of human behavior and the social environment, person-in- environment, and other multidisciplinary theoretical frameworks in interventions with clients and constituencies	2. Utilize theory to recommend appropriate interventions to clients.						
Use inter-professional collaboration as appropriate to achieve beneficial practice outcomes	<ol> <li>Work closely with other professionals (employed internally or externally) to achieve client goals.</li> </ol>						
	4. Use negotiation skills effectively with clients.						
Negotiate, mediate, and advocate with and on behalf of diverse clients and constituencies	5. Effectively use mediation skills with clients.						
	6. Use advocacy skills effectively to enhance client outcomes.						
Facilitate effective transitions and endings that advance mutually agreed-on	7. Effectively use transition skills to move clients from intake to termination.						
goals	8. Terminate client relationships effectively.						
Add scored items – those that recei							

# COMPETENCY 9: EVALUATE PRACTICE WITH INDIVIDUALS, FAMILIES, GROUPS, ORGANIZATIONS, AND COMMUNITIES

Behavior Specified by CSWE	Assessed Indicators	1 Poor	2 Fair	3 Good	4 Very Good	5 Excellent	N.O. Not Observed
Select and use appropriate methods for evaluation of outcomes	<ol> <li>Identify appropriate methods for evaluating client or program outcomes.</li> </ol>						
	2. Use appropriate methods to evaluate client or program outcomes.						
Apply knowledge of human behavior and the social environment, person-in- environment, and other multidisciplinary theoretical frameworks in the evaluation of outcomes	3. Utilize theory in the evaluation of client or program outcomes.						
Critically analyze, monitor, and evaluate intervention and program processes and	4. Analyze the effectiveness of interventions prior to making recommendations.						
outcomes	5. Monitor clients' progress to ensure recommended interventions are appropriate.						
Apply evaluation findings to improve	6. Discuss outcomes with clients.						
practice effectiveness at the micro, mezzo, and macro levels	<ol> <li>Share findings from practice or program evaluations with agency stakeholders.</li> </ol>						
Mean Score in Competency Add scored items – those that received 1, 2, 3, 4, or 5, and divide by total number of scored items. (Remember: N.O. is not a scored item)							

### **OVERALL EVALUATION**

**Evaluation Period:** Midterm Final

Mean Competency Scores*	Competency	Description		
	COMPETENCY 1	Demonstrate Ethical and Professional Behavior		
	COMPETENCY 2	Engage Diversity and Difference In Practice		
	COMPETENCY 3	Advance Human Rights and Social, Economic & Environmental Justice		
	COMPETENCY 4	Engage In Practice-informed Research And Research-informed Practice		
	COMPETENCY 5	Engage In Policy Practice		
	COMPETENCY 6	Engage With Individuals, Families, Groups, Organizations, and Communities		
	COMPETENCY 7	Assess Individuals, Families, Groups, Organizations, and Communities		
	COMPETENCY 8	Intervene with Individuals, Families, Groups, Organizations, and Communities		
	COMPETENCY 9	Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities		
* Copy the mean competency scores from the previous pages.				
	OVERALL MEAN SCORE**	** To compute <i>Overall Mean Score</i> , add mean scores from 9 competency areas and divide by 9.		

#### **Comments:**

Agency Field Instructor Name:	Date:

Signature of Agency Field Instructor:\_\_\_\_\_

### 

#### ~ This section to be completed by the student ~

My field instructor and faculty field liaison have discussed this evaluation with me, and I have received a copy. Please check level of agreement.

I agree with the evaluation	
I do not agree with evaluation*	
Comments:	
Student Name:	Date:
Signature of Student:	
	e/he should state that disagreement in writing and submit a copy to y Field Liaison. The disagreement should be specific and should

I have discussed the student's performance with all parties. Each part has received a copy of the evaluation. I am in the following level of agreement.

I agree with the evaluation	
I do not agree with evaluation*	

**Comments:** 

Faculty Field Liaison Name:\_\_\_\_\_

Signature of Faculty Field Liaison:\_\_\_\_\_