

**University of Washington Seattle School of Social Work
University of Washington Tacoma School of Social Work & Criminal Justice**

T SOCW 524: Generalist Practicum (10 credits)

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Course Description:

Builds skills at the micro, mezzo, and macro levels of practice, based on classroom content, Council on Social Work education competencies, and program objectives. Develops students' social work knowledge and professional identity under supervision of an experienced professional at an approved practicum site. Integrates theory with real-world practice. Credit/no-credit only.

Course Overview:

Field experience is an integral component of social work education. Practicum teaching is conducted by professional social work practitioners (Field Instructors and Task Instructors) selected by agencies and approved by University of Washington Tacoma Social Work Program field faculty. As part of the total MSW curriculum, the Practicum provides students with an opportunity for the development and enhancement of social work knowledge and skills, development of professional values and identity, and understanding and appreciation of a scientific and analytic approach to knowledge building and practice.

Field Faculty from the MSW program will: (1) visit the agency at least twice during the practicum; (2) provide information regarding university expectations of the practicum; (3) assist with the development of the educational contract and/or evaluation if requested; (4) answer questions from the Field Instructor and student about the Social Work Program's educational programs and policies; (5) review and approve the educational contract and quarterly evaluation and submit a final grade (Credit/No Credit only).

Learning Objectives:

Learning Objectives for T SOCW 524 consist of the nine Competencies prescribed by the Council on Social Work Education:

- 1) Demonstrate ethical and professional behavior
- 2) Engage diversity and difference in practice
- 3) Advance human rights, and social, economic, and environmental justice

- 4) Engage in practice-informed research and research-informed practice
- 5) Engage in policy practice
- 6) Engage with individuals, families, groups, organizations, and communities
- 7) Assess individuals, families, groups, organizations, and communities
- 8) Intervene with individuals, families, groups, organizations, and communities
- 9) Evaluate practice with individuals, families, groups, organizations, and communities

The behaviors associated with the Competencies are listed in the table below.

Competency	Behaviors
Competency #1: Demonstrate ethical and professional behavior.	<ul style="list-style-type: none"> • Make ethical decisions by applying the standards of the NASW Code of Ethics, relevant laws and regulations, models for ethical decision-making, ethnical conduct of research, and additional codes of ethics as appropriate to context. • Use reflection and self-regulation to manage personal values and maintain professionalism in practice situations. • Demonstrate professional demeanor in behavior; appearance; and oral, written, and electronic communication. • Use technology ethically and appropriately to facilitate practice outcomes. • Use supervision and consultation to guide professional judgment and behavior.
Competency #2: Engage diversity and difference in practice.	<ul style="list-style-type: none"> • Apply and communicate understanding of the important of diversity and difference in shaping life experiences in practice at the micro, mezzo, and macro levels. • Present as learners and engage clients and constituencies as experts of their own experiences. • Apply self-awareness and self-regulation to manage the influence of personal biases and values in working with diverse clients and constituencies.
Competency #3: Advance human rights, and social, economic, and environmental justice.	<ul style="list-style-type: none"> • Apply understanding of social, economic, and environmental justice to advocate for human rights and the individual and system levels. • Engage in practices that advance social, economic, and environmental justice.
Competency #4: Engage in practice-informed research and research-informed practice	<ul style="list-style-type: none"> • Use practice experience and theory to inform scientific inquiry and research. • Apply critical thinking to engage in analysis of quantitative and qualitative research methods and research findings. • Use and translate research evidence to inform and improve practice, policy, and service delivery.
Competency #5:	<ul style="list-style-type: none"> • Articulate the forms and mechanisms of oppression and discrimination and approaches to advancing social justice and human rights

Engage in policy practice.	<ul style="list-style-type: none"> • Advocate for human rights and social and economic justice • Engage in practices that address disparities and advance justice
Competency #6: Engage with individuals, families, groups, organizations, and communities.	<ul style="list-style-type: none"> • Apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks to engage with clients and constituencies. • Use empathy, reflection, and interpersonal skills to effectively engage diverse clients and constituencies.
Competency #7: Assess individuals, families, groups, organizations, and communities.	<ul style="list-style-type: none"> • Collect and organize data, and apply critical thinking to interpret information from clients and constituencies. • 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. • Develop mutually agreed-on intervention goals and objectives based on the critical assessment of strengths, needs, and challenges with clients and constituencies.
Competency #8: Intervene with individuals, families, groups, organizations, and communities.	<ul style="list-style-type: none"> • Critically choose and implement interventions to achieve practice goals and enhance capacities of clients and constituencies. • Apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in interventions with clients and constituencies. • Use inter-professional collaboration as appropriate to achieve beneficial practice outcomes.
Competency #9: Evaluate practice with individuals, families, groups, organizations, and communities.	<ul style="list-style-type: none"> • Select and use appropriate methods for evaluation of outcomes. • Apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in the evaluation of outcomes. • Critically analyze, monitor, and evaluate intervention and program processes and outcomes. • Apply evaluation findings to improve practice effectiveness at the micro, mezzo, and macro levels.

Course Readings:

The student should read, remain familiar with, and abide by the MSW Field Manual. The manual is available at the practicum website: <http://www.tacoma.uw.edu/social-work/msw-field-education>. Students are expected to be familiar with all content located at the website as well.

A hard copy of the MSW Field Education Manual may be obtained at no cost to the student at the UWT Copy Center. It is also available on the course Canvas website.

Generalist Practicum Schedule:

MSW Foundation Practicum students complete ten credits of T SOCW 524 for a total of 400 hours. Generally, these credits and hours will be completed as follows:

Spring quarter of 1st year: 1 credit

Summer quarter of 1st year: 3 credits

Autumn quarter of 2nd year: 3 credits

Winter quarter of 2nd year: 3 credits

In some cases alternative forms of scheduling (e.g. block placements; later start dates) are necessary based on agency availability, progress through the curriculum, or may be requested by the student for personal reasons. Such alternate scheduling will be considered and approved on a case-by-case basis.

Evaluation and Grading:

Practicum courses are graded Credit/No Credit. Both the Field Instructor (and Task Supervisor where applicable) and student complete an online Quarterly Evaluation which reflects the degree of achievement in obtaining mastery of Competencies and Behaviors as indicated in the Learning Contract. The total numbers of hours completed in placement by the student is also indicated on the Evaluation. Both student and Field Instructor must sign the Evaluation to indicate the completion of their portion of the document and a joint review of its content. After a satisfactory review of the Evaluation, the student's Field Faculty then approves the Evaluation and assigns the final grade to the student. Students or instructors may be asked for clarifications or additions to the Evaluation, if needed for satisfactory completion.

Please note that if a grade of No Credit is given in any quarter, the student's continuation in the MSW Program may be reviewed by the program's Professional Standards Committee. Please also refer to the Policy on Dismissal from Field Placement in your Field Manual for more details.

Student Responsibilities

Attendance and Participation

Students are expected to attend practicum regularly and reliably according to the schedule agreed upon with the Field Instructor. Students do not receive credit for hours when holidays fall on a scheduled practicum day unless they complete their usual hours at the practicum placement. Any hours missed due to University holiday or inclement weather must be made up. Students are expected to fully participate in practicum learning experiences and practicum supervision.

Integration of Class and Practicum Learning

Students are required to provide copies of their course syllabi to the Field Instructor(s) by the third week of each quarter. Students are responsible for including discussion of course

concepts during practicum supervision, relating practicum experiences to concepts addressed in class discussions, and completion of course assignments related to practicum learning.

Learning Contract

The student will work with their Field Instructor(s) and Task Instructor(s) in developing appropriate learning activities that meet the expectations of the Core Competencies and Practice Behaviors for a generalist MSW Practicum. The Learning Contract is due no later than the third week after the student starts the placement, unless other arrangements are made. Students and Field Instructors should continue to review and monitor the Learning Contract throughout the Field placement and revise as needed, usually through a section of the Quarterly Evaluation intended for that purpose. Field Faculty review and approve all Learning Contracts.

Immunizations

All Health Sciences Immunization Program (HSIP) immunization requirements must be met in order to receive credit for the T SOCW 524 course. Any student who is not compliant with immunization requirements will not be authorized to begin MSW Practicum hours. Falling out of compliance with HSIP requirements may result in the suspension of a field placement until compliance is restored. Consult your CastleBranch account to insure you are in compliance.

Completion of Student Self-Assessment

Students are required to complete the Student Self-Assessment form as they finish their Generalist level curriculum, which coincides with the completion of practicum. Students will be notified when the Assessment tool appears on their STAR homepage. This tool asks for students to assess their own sense of competence across the required Competencies and Behaviors as they complete both the generalist classroom and field instruction portion of the MSW degree. No final field grade will be issued without completion of the Self-Assessment.

Field Faculty Responsibilities:

Student Placement in Practicum Sites

A Field Faculty member will work with students individually to locate a practicum site that is appropriate to their learning needs and commensurate with their skill level at the time of placement. Students **may not** locate practicum placements on their own without express permission from the Field Faculty to do so. **The key to successful placement is close communication between student and Field Faculty.**

Agency Site Visits

A Field Faculty member will visit the agency at least twice during the course of the practicum and meet with the Field Instructor(s), Task Supervisor(s) where applicable, and the student. Exceptions to this visit schedule will be made on an as-needed basis.

Provide Guidance

The Field Faculty will provide information regarding UWT Social Work Program expectations of the practicum, facilitate integration of classroom and field experiences and assist with the development of the Learning Contract and/or Evaluation as needed. The Field Faculty will respond to questions from students, Field Instructor(s) or Task Supervisor(s) about the UWT Social Work educational programs and policies in a timely manner.

Participate in Evaluation Process

Upon the completion of the Learning Contract and quarterly Evaluations, the Field Faculty will review the documents and provide approval as appropriate.

Campus Service Statements

- **Plagiarism & Academic Honesty:** A major part of your experience at UW Tacoma will be reading, synthesizing, and using the knowledge and ideas of others. To plagiarize is to use the ideas—or unique phrasing of those ideas—without acknowledging that they originate from someone or someplace other than you. Attributing where you get your information builds your own authority to speak on that topic and provides valuable backing to the arguments you make. Attribution also distinguishes your ideas and words from those of others who came before you. At the University of Washington, plagiarism is a violation of the student conduct code, and the consequences can be serious. Though citing, quoting, and paraphrasing can be confusing at first, it is essential for your success at UWT that you familiarize yourself with these important conventions of academic writing. Additionally, plagiarism can be understood differently in various disciplines. For instance, the ways in which one summarizes others' ideas in texts, or attributes information from texts in one's own paper, are not the same in the sciences as they are in the humanities, or the social sciences. This means it is vital that you understand the specific expectations and guidelines for writing that will help you avoid plagiarizing in this class. If you have questions about what amounts to plagiarism, you are strongly encouraged to seek guidance from faculty and the Teaching and Learning Center as soon as possible. *This statement has been revised by Kelvin Keown and Asao Inoue and submitted to the UW Tacoma Faculty Assembly on 7-28-2014*
- **Classroom Civility** - All classes and activities on the UWT campus are about learning, which often involves the exchange of ideas. However, the tone and intention behind that exchange are important. Civility, politeness, reasonableness, and willingness to listen to others are expected at all times – even when passions run high. Behaviors must support learning, understanding, and scholarship.
- **Campus Safety Information**
 - Escort Service: Safety escorts are available 24 hours a day, 7 days a week, there is no time limit. Call the main office line at 253-692-4416.
 - In case of a fire alarm: During an emergency evacuation, take your valuables ONLY if it is safe to do so. You could put yourself or someone else at risk by delaying your exit. Plan to return to class once the alarm has stopped. Do not

return until you have received an all-clear from somebody "official," the web or email.

- In case of an earthquake: DROP, COVER, and HOLD. Once the shaking stops, take your valuables and leave the building. Do not plan to return for the rest of the day. Do not return to the building until you have received an all-clear from somebody "official," the web or email.
- **Safe Campus** - Preventing violence is a shared responsibility in which everyone at the UW plays apart. The SafeCampus website (washington.edu/safecampus/uwt/) provides information on counseling and safety resources, University policies, and violence reporting requirements help us maintain a safe personal, work and learning environment.
- **Inclement Weather** - Always check the UWT Home Page: official campus closures or delays will be announced there first. Course Announcements and Email regarding assignments and expectations during a closure will follow once the severity of the situation is known.
 - "Call 253-383-INFO or check the UW Tacoma homepage to determine whether campus operations have been suspended or delayed. If not, but driving conditions remain problematic, call the professor's office number. This number should provide information on whether a particular class will be held or not, and/or the status of pending assignments. If the first two numbers have been contacted and the student is still unable to determine whether a class(es) will be held, or the student has a part-time instructor who does not have an office phone or contact number, call the program office number for updated information."
- **Email Policy** - "UW Tacoma employees and students are issued a University of Washington NetID and email account. University email communications will only be sent to their University of Washington email address. Faculty and staff are not obligated to respond to students using non-UW email accounts. Those who choose to forward their emails to a non-UW email address do so at their own risk. The University is not responsible for any difficulties that may occur in the proper or timely transmission or access of email forwarded to any email address, and any such problems will not absolve employees and students of their responsibility to know and comply with the content of electronic university communications sent to UW email addresses." *For the complete Policy Statement, follow the link in the heading title.*
- **Electronic Devices** - Electronic devices (including, but not limited to, cell phones, tablets and laptops) may only be used in the classroom with the permission of the instructor. Activities that are not relevant to the course, such as checking/ sending email, playing games and surfing the web, are considered disruptive activities when class is in session. *Check with your school/program about their electronic devices policy, or to see if it's at the discretion of the instructor.*

- **Infants/Children in Class Policy** - Mothers who are breastfeeding an infant, or expressing milk, may do so in class without the permission of the instructor. Or if you prefer to breastfeed or breast-pump outside of class, you may take time out of class to use a lactation room (GWP 410 [*& MAT 204A, pending keycode update. When available, announcement will be made to campus*]). However, in either case, it is a good idea to communicate with the instructor ahead of time. If you want to bring an older infant or child(ren) to class, you must get permission from the instructor ahead of time. If permission is granted, you are responsible for seeing that the child or children are not disruptive to the class and for ensuring that all additional University policies and rules are followed by those that you bring. There are some classes where it may not be safe for an infant, child or children to be present, and in those cases an instructor may restrict an infant, child or children from being present in class. - Approved by the Executive Council on 2/17/17
- **Religious Accommodations** - Washington state law requires that UW develop a policy for accommodation of student absences or significant hardship due to reasons of faith or conscience, or for organized religious activities. The UW's policy, including more information about how to request an accommodation, is available at [Religious Accommodations Policy \(https://registrar.washington.edu/staffandfaculty/religious-accommodations-policy/\)](https://registrar.washington.edu/staffandfaculty/religious-accommodations-policy/). Accommodations must be requested within the first two weeks of this course using the [Religious Accommodations Request form \(https://registrar.washington.edu/students/religious-accommodations-request/\)](https://registrar.washington.edu/students/religious-accommodations-request/)

Program and Campus Resources

- **Disability Resources for Students (Office of Student Success)** - The University of Washington Tacoma is committed to making physical facilities and instructional programs accessible to students with disabilities. Disability Resources for Students (DRS), located in MAT 354, functions as the focal point for coordination of services for students with disabilities. If you have a physical, emotional, or mental disability that "substantially limits one or more major life activities [including walking, seeing, hearing, speaking, breathing, learning and working]," and will require accommodation in this class, please contact DRS at 253-692-4508, or email at drs@uw.edu for assistance.
- **Library** - The UW Tacoma Library provides resources and services to support finding resources for your assignments. We guide students through the research process, helping you learn how to develop effective strategies and find and evaluate appropriate resources. In addition to research and instructional support, we manage course reserves and print and digital collections and provide spaces for group and individual study. For assistance or more information, visit our service desks, located in SNO and TLB, or our website, tacoma.uw.edu/library/library.
 - **Research Support** - Get assistance starting a research project.

- **Subject Librarians** - Make an appointment with a subject librarian to talk about library resources, research strategies, focusing a topic, evaluating information and more.
- **Teaching and Learning Center** - The Teaching and Learning Center offers free academic support for students at all levels. We offer one-on-one consultations and group workshops in writing, math, statistics, science, and Spanish. We also work with students on questions about English grammar & vocabulary, reading, and learning strategies. We are located on the 2nd floor of the Snoqualmie building (Snoqualmie 260) and online. Our schedules for appointments and drop-in visits are posted on our website at tacoma.uw.edu/tlc. For special needs or subject tutoring requests, please email uwtteach@uw.edu or call 253-692-4417. Our services summarized:
- **Bias Incident Reporting Website** - A resource for anyone who needs to report an incident of bias or wants to explore and better understand issues like bias and discrimination, and how to effectively respond.
- **Center for Equity & Inclusion (WCG 104)** - Resources and support for students regarding diversity, equity, inclusion and social justice issues.
- **Child Care Assistance (MAT 103)** - Parenting students are encouraged to take advantage of the resources provided on campus. These resources include the Huskies and Pups RSO, the Childcare Assistance Program, on-campus Family Friendly Spaces, priority access at the MUSE, and back-up/sick care at one of these locations Bright Horizons and KinderCare. On campus resources include lactation rooms and baby changing stations. For more detailed information, visit <https://www.tacoma.uw.edu/childcare-family-support-services/childcare-family-support-services-0> or contact the Huskies and Pups RSO: huskiesandpups@gmail.com .
- **Military-Connected Student Statement** - If you are a student who is a veteran, on active duty, in the reserves or national guard, or a military spouse or dependent, then stay in contact with your instructor if any aspect of your present or prior service or family situation makes it difficult for you to fulfill the requirements of a course or creates disruption in your academic progress. It is important to make your instructor aware of any complication, then he/she will work with you and, if needed, put you in contact with university staff who are trained to assist you. Campus resource for veterans, service members, and families are located in the Veteran and Military Resource Center, TLB 307A. The VMRC can be reached at uwtva@uw.edu, 253-692-4923
- **Counseling Center (Office of Student Success)** - The Counseling Center offers short-term, problem-focused counseling to UW Tacoma students who may feel overwhelmed by the responsibilities of college, work, family, and relationships. Counselors are available to help students cope with stresses and personal issues that may interfere with their ability to perform in school. The service is provided confidentially and without

additional charge to currently enrolled undergraduate and graduate students. To schedule an appointment, please call 253-692-4522, email uwtshaw@uw.edu, or stop by the Student Counseling Center (SCC), located in MAT 354. Additional information can also be found by visiting www.tacoma.uw.edu/counseling.

- **UWT Student Health Center** - All UW Tacoma students who pay the [Services and Activities Fee](#) (SAF) now receive student health services at six Franciscan Prompt Care clinics: [Bonney Lake](#), [Burien](#), [Gig Harbor](#), [Lakewood](#), [Puyallup](#), [Tacoma](#). The “distributive care model” provides students more ways to access health care through six CHI Franciscan Health prompt care facilities throughout the Puget Sound, as well as access to [Franciscan Virtual Urgent Care](#), at no additional cost. The Franciscan Prompt Care clinic located across the street from St. Joseph Medical Center, just up the hill from campus, is designated as the UW Tacoma clinic where students will receive priority treatment. The former Student Health Services clinic located in Laborer’s Hall on Market Street has closed. These changes do not affect which students can utilize Student Health Services. All current SAF-paying UW Tacoma students have access to Student Health Services, even those who have health insurance. **All appointments are now scheduled by calling 253.428.2200.**
- **The Pantry** - Providing supplemental, nutritional, and culturally relevant food as well as hygiene items to all UWT students and their families. Stop by during weekly drop-in hours (DOUGAN 104) Monday-Thursday, 9am-3pm or complete the online Food Request Form at tacoma.uw.edu/thepantry.
- **Short-Term, No Interest Loans** - The Office of Student Financial Aid has funds available for short-term loans to assist students with temporary cash flow problems. Funds are generally available within one to four working days, only to students who are currently attending the university (loans cannot be processed between quarters). Repayment is due by the next quarter, or whenever additional funds such as financial aid arrive on account, whichever comes first. There is no interest on the short-term loans but there is a service charge added to the repayment amount. Students may apply online through [MyUW](#) under "Personal Services." Paper application forms are also available in the Financial Aid Office, but the processing time is longer. [Learn more about short-term loans](#)
- **Student Advocacy and Support** - The Office of Student Advocacy and Support assists students to set goals and find on campus supports to meet life challenges that create barriers to achieving their educational goals. For more information. <https://www.tacoma.uw.edu/student-engagement/student-advocacy-support>