



Field Learners

- Graduate Foundation Learners (Learners beginning their **first** field placement)
 - 200 hours per Semester | 400 hours Academic Year
 - 16 Hours per week
- Graduate Concentration Students (Advanced Standing learners-**first** placement or learners beginning their **second** field placement)
 - 250 hours per Semester | 500 hours Academic Year
 - 17 Hours per week
- Familiarity with competencies | Clarity on Result: *engage, assess, intervene, evaluate*

Field Requirements

- Two consecutive semesters | In the same agency
- Fall Semester – August 28, 2017 – December 10, 2017
 - Foundation students begin their field experience week of September 11th- two weeks into the semester, yet end at the same time as concentration students
 - Concentration students begin their field experience
 - Final Exams Week – December 11-17, 2017
- Spring Semester – January 16, 2018 – May 6, 2018
 - Foundation & Concentration students begin their field experience at the same time | when the semester begins- week of January 16th
 - Spring break is Monday, March 26, 2018- Sunday, April 1, 2018
 - Final Exams Week – May 7-13, 2018
- MSW students are required to make up all missed field education time | program meets the CSWE minimum standard of required field hours
 - Grading Method = Pass/Fail (Credit/No Credit)
 - Four Hour blocks of field - minimum
- [UA Academic Calendar](#)
- [UA Social Work Website](#)
- [School of Social Work Field Calendar](#)

Field Processes | Procedures

- [Field Manual](#)
 - Holiday Break
 - FAPE Placements – Field at Place of Employment-
 - Impact of Legal | Court History
 - Field Placement Disruption
 - Field Placement Success



- [Professional Liability Insurance](#)
- [University- Organization Affiliation Agreements](#)

Professional Development

- Field Instructor (*Agency-based*)
 - Primary field learning source
 - Orientation to agency and personnel
 - Assist in developing the Student Integrative Learning Contract
 - Provide required weekly face-to-face supervision (minimum of one hour)
 - Assign appropriate tasks with gradual increase in responsibility and complexity
 - Provide on-going evaluation of student progress
 - Help learners transfer and integrate classroom knowledge into practical application (signature pedagogy)
- Faculty Liaisons (*University-based*)
 - Assigned faculty member serves as the university's representative to the student and support for the agency
 - Overall responsibility for quality assurance of the field experience
 - Ensure that the field education objectives are being met
 - Assist the field instructor and student in achieving the objectives
 - One required site visit per semester

Problem Resolution Procedures

- [Refer to MSW Field Manual](#)
- Remember- you are part of a [team](#) that view problems as teaching/learning opportunities
- Be proactive and practice problem resolution with field instructor first, if unsuccessful, contact field faculty liaison, continued lack of success- immediately contact field contact person
- No changes of assigned field placement without meeting with your assigned field contact person