

Student \_\_\_\_\_

Semester/Year \_\_\_\_\_

Field Instructor \_\_\_\_\_

Agency \_\_\_\_\_

Certificate Program \_\_\_\_\_

### **Learning Plan Directions**

The learning plan serves as a guide to direct and monitor the student's learning and the Field Instructor's teaching. The learning plan is a contract between the student and the Field Instructor, so both parties must commit to the plan.

### **Learning Plan Assignments – Completed by the Field Instructor and Student**

1. A learning plan is developed at the beginning of each semester. **All assignments listed on the plan are to be completed by the end of that semester.** If a particular assignment cannot be completed, a new one should be added in its place so there is a basis for evaluating the student on that practice behavior. Assignments may be repeated on subsequent plans for continued development of mastery.
2. Assignments should be developed jointly by the Field Instructor and the student. The Field Instructor will be primarily responsible for the identification of learning assignments during the first semester.
3. The student is responsible for entering the assignments in the Learning Plan Assignments column in IPT. When that column is complete, both the Field Instructor and student sign under "Learning Plan Signatures" at the end of the form.
4. **SAVE YOUR WORK!** You must click on the "SAVE" button to save any information entered or changed before closing, or your information will be lost.

### **Evidence of Assignment Completion- Completed by the Student**

The student is to document activities related to assignment completion and enter this information into the Evidence of Assignment Completion column.

- Midterm: Students must enter evidence of progress toward the completion of assignments by midterm in order for Field Instructors to assign midterm ratings.
- End of Semester: Students must enter evidence for completion of all assignments by the end of the semester in order for Field Instructors to assign final ratings.

## Evaluation Directions

The Field Instructor is responsible for completing evaluations of student performance. The Field Instructor is to discuss the evaluation with the student to provide feedback targeted at student growth and development.

### **Midterm Ratings - Completed by Field Instructor**

The Field Instructor is to assess the student's demonstrated competency for each practice behavior, reviewing the evidence provided by the student, and using the evaluation rating scale below. The midterm ratings are not used to calculate the student's grade. Midterm ratings are intended to provide feedback and identify areas for growth.

### **Final (End of Semester) Ratings-Completed by Field Instructor**

The Field Instructor is to assess the student's demonstrated competency for each practice behavior, reviewing the evidence provided by the student and using the evaluation rating scale.

**Please note:** The rating of NI is not available for the end of semester evaluation.

The student should review the evaluation, enter comments and sign the learning plan first.

The Field Instructor should not sign until the student has had the opportunity to review the evaluation, enter comments, and sign the evaluation.

The Field Instructor should enter the final signature when all evidence, ratings, and comments have been entered. A final signature locks the form.

## Evaluation Rating Scale

**4 = Advanced Competence** - Student consistently demonstrates effective integration of knowledge, values, and skills at a more advanced level than would be expected for a student at this point in the MSSW program. Student consistently exceeds performance expectations. Student goes "above and beyond" on assignments and consistently seeks and integrates feedback to enhance competency.

**3 = Competence** – Student demonstrates consistent integration of knowledge, values, and skills at the expected level of performance for a student at this point in the MSSW program. Student is meeting expectations on all assignments and integrates feedback to enhance competency.

**2 = Emerging Competence** – Student demonstrates beginning capacity to integrate knowledge, values, and skills. Student is using feedback to build competency, but performance is not yet at the expected level for where the student is in the MSSW program. In the first semester of placement, a student often receives a rating of 2 on one or more practice behaviors due to insufficient opportunity to practice the skill.

**Please note:** Emerging competence is an acceptable rating at midterm and at the end of the semester **UNLESS** the 2 is assigned on the end of semester evaluation for the student's final semester in the placement. Students are expected to demonstrate appropriate competence and receive a rating of at least 3 on all practice behaviors by the end of the placement. A rating of 2 should not be assigned to a student on the end of semester evaluation for the final semester of placement unless there are concerns about the student's readiness for graduation and performance as a new professional social worker.

If a student earns multiple ratings of 2 on an evaluation, the student and Field Instructor should discuss and document what is needed for the student to achieve competence and forward the documentation to the field coordinator.

**1 = Insufficient Competence** – Student does not demonstrate essential knowledge, values, and/or skills. Student is not completing assignments adequately and is not responding appropriately to feedback. This student may receive a grade of No Credit for field.

**NI= Not Initiated – (Mid-term Evaluation only)** – This rating signifies that student has not yet had the opportunity to complete specific assignments and to demonstrate the relevant knowledge, values and skills.

**Competency 1 - Ethics and Professional Behavior**

**Demonstrate ethical and professional behavior in interpersonal practice.**

<b><u>Practice Behaviors</u></b>	<b><u>Learning Plan Assignments</u></b> <b>Please list at least one assignment for each practice behavior.</b>	<b><u>Evidence of Assignment Completion</u></b>	<b><u>Midterm</u></b>	<b><u>Final Rating</u></b>
1. Demonstrate professionalism in conduct, practice, and communication appropriate to the agency setting and client population.				
2. Consistently use consultation and supervision related to ethical, cultural, and practice issues and integrate feedback into practice.				
3. Using the NASW Code of Ethics, models of ethical decision-making, and relevant policies, identify and analyze ethical decisions in the interpersonal practice setting, including decisions regarding the ethical use of technology.				

4. Identify, implement, and evaluate specific strategies for self-care.				
5. Assess one's own professional knowledge, skills, and judgment as demonstrated in the field setting and identify areas for professional development.				

<p><b><u>Competency 2 – Diversity</u></b></p> <p><b>Engage in interpersonal practices that are responsive to diversity and difference.</b></p>				
<p><b><u>Practice Behaviors</u></b></p>	<p><b><u>Learning Plan Assignments</u></b></p> <p><b>Please list at least one assignment for each practice behavior.</b></p>	<p><b><u>Evidence of Assignment Completion</u></b></p>	<p><b><u>Midterm</u></b></p>	<p><b><u>Final Rating</u></b></p>
<p>1. Articulate the effects of cultural identities, discrimination and oppression on client system experiences and the client-worker relationship.</p>				
<p>2. Employ cultural humility and self-awareness in practice with diverse clients.</p>				

**Competency 3 – Advocacy**

**Advocate for human rights, and social, economic and environmental justice within the context of interpersonal practice.**

<b><u>Practice Behaviors</u></b>	<b><u>Learning Plan Assignments</u> Please list at least one assignment for each practice behavior.</b>	<b><u>Evidence of Assignment Completion</u></b>	<b><u>Midterm</u></b>	<b><u>Final Rating</u></b>
1. Identify issues related to social, economic, and environmental justice, access to resources, and disparities in health and mental health services for client populations served by the field agency.				
2. Advocate on behalf of individuals and families to advance human rights and access to resources and services.				
3. Engage with and support vulnerable clients to assist them in gaining access to resources and opportunities.				

**Competency 4 – Research**

**Analyze and apply research evidence for interpersonal practice and apply practice experience to research.**

<b><u>Practice Behaviors</u></b>	<b><u>Learning Plan Assignments</u> Please list at least one assignment for each practice behavior.</b>	<b><u>Evidence of Assignment Completion</u></b>	<b><u>Midterm</u></b>	<b><u>Final Rating</u></b>
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1. Use practice experience in the field setting to develop your own questions for research.				
2. Analyze quantitative and qualitative research evidence to select culturally relevant interpersonal practice interventions.				
3. Implement research-informed interventions with clients.				

**Competency 5 – Policy**

**Analyze organizational and public policies that impact client wellbeing, service access and delivery, and articulate strategies for policy change.**

<b><u>Practice Behaviors</u></b>	<b><u>Learning Plan Assignments</u></b> Please list at least one assignment for each practice behavior.	<b><u>Evidence of Assignment Completion</u></b>	<b><u>Midterm</u></b>	<b><u>Final Rating</u></b>
1. Identify policies at multiple system levels (organization, local, state, national) that have an impact on agency clients and service delivery.				
2. Analyze the impact of specific policies on client wellbeing and service delivery.				

3. Develop a strategy to formulate or change a policy that impacts agency clients or services.				
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<b><u>Competency 6 – Engagement</u></b> <b>Demonstrate evidence-informed strategies for engagement with diverse clients.</b>				
<b><u>Practice Behaviors</u></b>	<b><u>Learning Plan Assignments</u></b> Please list at least one assignment for each practice behavior.	<b><u>Evidence of Assignment Completion</u></b>	<b><u>Midterm</u></b>	<b><u>Final Rating</u></b>
1. Identify specific, evidence informed methods of engagement with populations served by the field agency.				
2. Demonstrate engagement strategies targeted to diverse individuals, families, and/or groups.				
3. Evaluate the effectiveness of specific engagement strategies with agency clients.				

<b><u>Competency 7 – Assessment</u></b> <b>Demonstrate use of an advanced knowledge base to develop comprehensive client assessments.</b>				
<b><u>Practice Behaviors</u></b>	<b><u>Learning Plan Assignments</u></b> Please list at least one assignment for each practice behavior.	<b><u>Evidence of Assignment Completion</u></b>	<b><u>Midterm</u></b>	<b><u>Final Rating</u></b>

1. Complete comprehensive interpersonal assessments based on knowledge of multidisciplinary frameworks for advanced interpersonal practice.				
2. Develop mutually agreed on goals and objectives with individuals, families, and groups based on critical assessment of strengths, needs, and challenges.				

**Competency 8 – Intervention**

Select and apply culturally relevant, evidence-based methods of intervention with clients.

<b><u>Practice Behaviors</u></b>	<b><u>Learning Plan Assignments</u></b>  Please list at least one assignment for each practice behavior.	<b><u>Evidence of Assignment Completion</u></b>	<b><u>Midterm</u></b>	<b><u>Final Rating</u></b>
1. Apply knowledge of theoretical frameworks and research evidence to select client interventions.				
2. Demonstrate advanced skills in practice with individuals, families, and groups and the ability to effectively engage in interprofessional collaboration as needed.				



3. Use negotiation, mediation, and advocacy skills with and on behalf of clients and constituencies to improve client services.				
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**Competency 9 – Practice Evaluation**

**Use multiple methods to evaluate and improve practice with client systems.**

<b><u>Practice Behaviors</u></b>	<b><u>Learning Plan Assignments</u></b> Please list at least one assignment for each practice behavior.	<b><u>Evidence of Assignment Completion</u></b>	<b><u>Midterm</u></b>	<b><u>Final Rating</u></b>
1. Identify and critically analyze theories, assessment tools, interventions, and models of evaluation appropriate for the interpersonal practice setting.				
2. Design and implement at least one method to monitor and evaluate intervention outcomes with clients in the field setting.				
3. Apply evaluation findings to develop strategies to improve practice effectiveness in the field agency setting.				

**Field Instructor Summary Feedback for Midterm Evaluation:**

**Student Comments on Midterm Evaluation:**

**Field Instructor Summary Feedback for Final Evaluation:**

**Student Comments on Final Evaluation:**

**Midterm Signatures**

Student: \_\_\_\_\_

Date: \_\_\_\_\_

Field Instructor: \_\_\_\_\_

Date: \_\_\_\_\_

Field Liaison: \_\_\_\_\_

Date: \_\_\_\_\_

**Final Signatures**

Student: \_\_\_\_\_

Date: \_\_\_\_\_

Field Instructor: \_\_\_\_\_

Date: \_\_\_\_\_

Field Liaison: \_\_\_\_\_

Date: \_\_\_\_\_