College of Public Programs
ARIZONA STATE UNIVERSITY
School of Social Work

MSW Foundation (FND)

(1st-Year MSW Field Placement)

If enrolled in a certificate program Please check the appropriate program	**Latino Certificate Program**	☐ **Yes** ☐ **No**
	Gerontology Certificate Program	☐ **Yes** ☐ **No**

Student Performance Evaluation in Field Education

This evaluation is designed to provide feedback to the student on the past semester's performance, provide a basis and recommendation for the semester grade, and keep the School of Social Work informed about student performance in the field. Your honest evaluation is helpful to the student and the School.

Brief Program Description: The first year of the graduate program is one of **foundation** and is the same for all MSW students. Major conceptual frameworks used include:

- Ecological systems
- Theories of human behavior
- Empowerment
- Solution finding from a strengths perspective, and
- Practice with specific attention to populations of the Southwest.

As derived from the curriculum content of the Human Behavior courses (501 and 502) the Diversity course (533), the Foundation Practice courses (510, 511, and 580, the Research course (519) and Policy course (532), the focus of the **foundation-year field placement** is:

- Establishment of professional identity
- The context of the agency and the community
- Relationship building skills
- Strategies of empowerment practice, and
- Awareness and responsiveness to the diversity of peoples of the Southwest.

The targeted client systems are those of the individual, family and small groups as viewed within various organization, community and sociocultural contexts. The **MSW Foundation year** is designed to prepare students for advanced training in their area of concentration. It focuses on generalist social work practice with individuals, groups, families, agencies, and communities as "client systems."

Procedure:

1. Please note that this evaluation form follows the same learning objectives as outlined in the student's learning contract.
2. Please evaluate the student's performance within the context of the student's stated evaluation criteria found in the learning contract.
3. Make two copies of the form to be used as an evaluation rough draft. Give one copy to the student for self-evaluation.
4. The student and field instructor complete the ratings form independently. The student should make sure to provide an example of how each skill was demonstrated. Then the student and field instructor discuss the ratings.
5. The field instructor fills out a final copy of the evaluation form.
6. The field liaison will meet with the student and field instructor to discuss the evaluation and secure all signatures.

Student's Name: **ASU ID No.:**

Semester/Year: **Circle Course No.:** SWG 541 **OR** SWG 542

Field Agency (Please print)**:**

Field Instructor (Please print)**:**

Field Liaison (Please print)**:**

Note: ***Please sign on the last page of this evaluation form.***

Rating Scale:

1	2	3	4	5	NA
Student consistently failed to engage in the learning process thus resulting in unacceptable performance.	Student occasionally demonstrated expected competency. Needs improvement.	Student satisfactorily demonstrated progress towards competency at the MSW Foundation level.	Student consistently demonstrated expected competency at the MSW Foundation level.	Student exceeded performance expected of an MSW Foundation student at this phase of professional formation.	Student did not have the opportunity to implement assignment and will address in next semester, or the activity was completed in the prior semester.

1. Professional Values and Ethics:

Either check with ink pen or point and click with electronic cursor.

Area of Competency	**1**	**2**	**3**	**4**	**5**
1a. Knowledgeable about NASW core values and ethical principles, and conducts self in accordance with the NASW *Code of Ethics*.	☐	☐	☐	☐	☐
1b. In practice situations identifies and reflects on major values that both support and challenge his/her personal and professional practice of social work in accordance with the NASW *Code of Ethics*.	☐	☐	☐	☐	☐
1c. Practices Social Work values of client self-determination and non-judgmental attitude towards clients and others.	☐	☐	☐	☐	☐
1d. Exhibits appropriate boundaries with colleagues, supervisor(s), and clients.	☐	☐	☐	☐	☐
1e. Demonstrates ability to identify and critically analyze an ethical dilemma and apply an ethical decision-making model to assigned cases.	☐	☐	☐	☐	☐
Comments: (Note: Begin typing in gray box, which will expand as you type.)					

2. Professional Relationship Skills:

Either check with ink pen or point and click with electronic cursor.

Area of Competency	**1**	**2**	**3**	**4**	**5**
2a. Demonstrates effective use of verbal and nonverbal communication skills with clients, colleagues and supervisor(s).	☐	☐	☐	☐	☐
2b. Demonstrates effective use of written (and/or electronic) communication skills (documentation that includes but not limited to report writing, client records, and professional correspondence etc.)	☐	☐	☐	☐	☐
2c. Purposefully demonstrates the professional use of self (e.g., student's self awareness of personal attitudes about power, conflict resolution, communication style and solution finding patterns, and the impact of those attitudes on their professionalism.)	☐	☐	☐	☐	☐
2d. Plans, prioritizes, and manages work assignments effectively. Demonstrates effective time management skills.	☐	☐	☐	☐	☐
2e. Appropriately uses supervision and consultation, that is, student prepares for supervision, accepts supervision in a constructive manner, and follows up with recommendations.	☐	☐	☐	☐	☐
Comments: (Note: Begin typing in gray box, which will expand as you type.)					

Rating Scale:

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3. Professional Roles:

Either check with ink pen or point and click with electronic cursor.

Area of Competency	**1**	**2**	**3**	**4**	**5**	**NA**
3a. Demonstrates knowledge and competency in the various professional roles necessary in foundation practice, e.g., advocate, broker, case manager, community organizer.	☐	☐	☐	☐	☐	☐
3b. Able to articulate the role of social work within the context of the field agency and in relation to other professional disciplines.	☐	☐	☐	☐	☐	☐
Comments: (Note: Begin typing in gray box, which will expand as you type.)						

4. Responsiveness to Multicultural Client Systems:

Either check with ink pen or point and click with electronic cursor.

Area of Competency	**1**	**2**	**3**	**4**	**5**	**NA**
4a. Able to articulate an understanding of the impact of sterotypes and prejudice on clients, their families, and their community, particularly as it relates to populations of the Southwest, and identify the forms of discrimination and oppression.	☐	☐	☐	☐	☐	☐
4b. Demonstrates an ability to establish relationships with clients from diverse backgrounds and demonstrates an understanding of, and respect for the positive value of diversity, particularly as it relates to populations of the Southwest.	☐	☐	☐	☐	☐	☐
4c. Demonstrates ability to acknowledge and examine own personal biases and reflect on their potential impact on clients, and to seek supervision when appropriate.	☐	☐	☐	☐	☐	☐
Comments: (Note: Begin typing in gray box, which will expand as you type.)						

5. Application of Theories Human Behavior and Practice Frameworks:

Either check with ink pen or point and click with electronic cursor.

Area of Competency	**1**	**2**	**3**	**4**	**5**	**NA**
5a. Critically analyzes and applies knowledge of bio-psycho-social-spiritual variables that affect human development and behavior.	☐	☐	☐	☐	☐	☐
5b. Uses theoretical frameworks to understand the interactions among client systems and between clients and social systems (i.e., families, groups, organizations, and communities).	☐	☐	☐	☐	☐	☐
Comments: (Note: Begin typing in gray box, which will expand as you type.)						

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6. Client Systems (Individual, Family and Small Group)

6A. Interviewing, Data Gathering and Recording of Information on Client Systems:

Note: First Semester SWG 541 Student completed either audio or videotape. ☐

Comments:

Either check with ink pen or point and click with electronic cursor.

Area of Competency	**1**	**2**	**3**	**4**	**5**
6A-1. Demonstrates effective engagement strategies interviewing clients.	☐	☐	☐	☐	☐
6A-2. Demonstrates competence in applying basic communication skills and techniques in a client interview.	☐	☐	☐	☐	☐
6A-3. Demonstrates effective culturally appropriate communication skills in collecting data through the interview process.	☐	☐	☐	☐	☐
6A-4. Demonstrates effective and appropriate recording skills and adherence to professional standards of confidentiality and record keeping.	☐	☐	☐	☐	☐
Comments: (Note: Begin typing in gray box, which will expand as you type.)					

6B. Assessment:

Either check with ink pen or point and click with electronic cursor.

Area of Competency	**1**	**2**	**3**	**4**	**5**
6B-1. Formulates written assessments and psychosocial histories based on appropriate attention to socioeconomic, ethnic and cultural factors, including strengths.	☐	☐	☐	☐	☐
6B-2. Demonstrates ability to report data in a non-bias manner and effectively articulate an understanding of client's issues, circumstances and needs.	☐	☐	☐	☐	☐
6B-3. Engages and involves clients in the process of assembling the data and interpreting the meanings and implications for practice.	☐	☐	☐	☐	☐
Comments: (Note: Begin typing in gray box, which will expand as you type.)					

6C. Intervention Planning:

Either check with ink pen or point and click with electronic cursor.

Area of Competency	**1**	**2**	**3**	**4**	**5**
6C-1. Collaborates with clients in setting goals and strategies for change.	☐	☐	☐	☐	☐
6C-2. Demonstrates ability to apply ecological systems/strengths framework in formulating intervention plans that respond to the needs and preferences of the specific client or client system.	☐	☐	☐	☐	☐
Comments: (Note: Begin typing in gray box, which will expand as you type.)					

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6D. Intervention:

Either check with ink pen or point and click with electronic cursor.

Area of Competency	**1**	**2**	**3**	**4**	**5**
6D-1. Demonstrates knowledge and ability to apply culturally grounded generalist practice methods.	☐	☐	☐	☐	☐
6D-2. Demonstrates an understanding of the limitation of current practice knowledge.	☐	☐	☐	☐	☐
6D-3. When appropriate facilitates team work and interagency collaboration in implementing intervention plans.	☐	☐	☐	☐	☐
Comments: (Note: Begin typing in gray box, which will expand as you type.)					

6E. Evaluation of Effective Interventions:

Either check with ink pen or point and click with electronic cursor.

Area of Competency	**1**	**2**	**3**	**4**	**5**
6E-1. Demonstrates ability to apply evaluation methods in analyzing and critiquing the validity of practice interventions.	☐	☐	☐	☐	☐
6E-2. Demonstrates ability to discuss, analyze and evaluate expected outcomes.	☐	☐	☐	☐	☐
6E-3. Student critiques own intervention in a constructive manner and seeks feedback from supervisor.	☐	☐	☐	☐	☐
Comments: (Note: Begin typing in gray box, which will expand as you type.)					

6F. Termination/Transition/Discharges:

Either check with ink pen or point and click with electronic cursor.

Area of Competency	**1**	**2**	**3**	**4**	**5**	**NA Not permitted SWG 542**
6F-1. Demonstrates knowledge of factors involved in termination (transition or discharge) and appropriately terminates cases consistent with professional standards and risk management protocols.	☐	☐	☐	☐	☐	☐
6F-2. Collaborates with client in evaluating progress toward completion of client goals.	☐	☐	☐	☐	☐	☐
Comments: (Note: Begin typing in gray box, which will expand as you type.)						

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7. Community and Organizational Change Skills:

7A. Community Analysis:

Either check with ink pen or point and click with electronic cursor.

Area of Competency	1	2	3	4	5	NA
7A-1 Able to identify community strengths and needs and recommend change strategies	☐	☐	☐	☐	☐	☐
7A-2 Demonstrates ability to identify and analyze gaps in service delivery system.	☐	☐	☐	☐	☐	☐
7A-3. Effectively utilizes appropriate community resources to meet clients' needs.	☐	☐	☐	☐	☐	☐
Comments: (Note: Begin typing in gray box, which will expand as you type.)						

7B. Organizational Analysis:

Either check with ink pen or point and click with electronic cursor.

Area of Competency	1	2	3	4	5	NA
7B-1. Understands and is able to articulate the agency or organization's purpose, mission, governance structure, history, and funding.	☐	☐	☐	☐	☐	☐
7B-2. Understands and is able to apply appropriately the agency's/organization's policies, procedures, and protocols.	☐	☐	☐	☐	☐	☐
7B-3. Demonstrates ability to analyze and use appropriately the agency/organization's procedures and tools for evaluating its effectiveness in meeting client needs from an ecological systems perspective.	☐	☐	☐	☐	☐	☐
Comments: (Note: Begin typing in gray box, which will expand as you type.)						

7C. Macro Intervention Skills:

Either check with ink pen or point and click with electronic cursor.

Area of Competency	1	2	3	4	5	NA
7C-1. Able to define and analyze a change opportunity and design a change project. *Note: The intervention strategy is to identify community and organizational resources and assets from a strengths-based perspective.*	☐	☐	☐	☐	☐	☐
7C-2. Able to identify relevant resources to support sustainability of change project.	☐	☐	☐	☐	☐	☐
Comments: (Note: Begin typing in gray box, which will expand as you type.)						

8. Policy Practice:

Either check with ink pen or point and click with electronic cursor.

(This would be focused on a selected policy or policies relevant at either the agency, or state, or federal level).

Area of Competency	1	2	3	4	5	NA
8a. Recognizes and analyzes the impact of a selected policy relevant to field placement client systems, and/or workers and/or social service agencies.	☐	☐	☐	☐	☐	☐
8b. Able to formulate strategies for addressing issues relevant to the selected policy.	☐	☐	☐	☐	☐	☐
Comments: (Note: Begin typing in gray box, which will expand as you type.)						

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9. Professional Research Skills:

Either check with ink pen or point and click with electronic cursor.

Area of Competency	**1**	**2**	**3**	**4**	**5**	**NA**
9a. Demonstrates an ability to access and apply current social work research to inform his/her social work practice.	☐	☐	☐	☐	☐	☐
9b. Demonstrates an understanding and ability to articulate the relationship between research and generalist practice.	☐	☐	☐	☐	☐	☐
Comments: (Note: Begin typing in gray box, which will expand as you type.)						

10. Promoting Social and Economic Justice:

Either check with ink pen or point and click with electronic cursor.

Area of Competency	**1**	**2**	**3**	**4**	**5**	**NA**
10a. Demonstrates ability to identify and analyze a social/economic justice issue and design an intervention strategy.	☐	☐	☐	☐	☐	☐
10b. Demonstrates ability to analyze the role of the agency in ameliorating or maintaining social problems.	☐	☐	☐	☐	☐	☐
10c. Demonstrates ability to identify barriers to service and effective advocacy skills in addressing the identified barriers.	☐	☐	☐	☐	☐	☐
Comments: (Note: Begin typing in gray box, which will expand as you type.)						

11. Professional Development and Renewal:

Either check with ink pen or point and click with electronic cursor.

Area of Competency	**1**	**2**	**3**	**4**	**5**	**NA**
11a. Student developed a strategy for promoting personal/professional balance and self care skills.	☐	☐	☐	☐	☐	☐
11b. Student is able to identify and articulate the factors and issues involved in compassion fatigue and professional burnout.	☐	☐	☐	☐	☐	☐
11c. Recognizes and plans for personal growth in relation to professional development. For example increasing self-awareness, or enhancing professional work habits such as time management skills, or effective communications skills, etc.	☐	☐	☐	☐	☐	☐
Comments:						

Recommended Grade for the MSW Foundation Placement:

Please check one:

☐ **Pass (Y):** Student has met the field education objectives.

Field Instructor endorses that the student has demonstrated competency in their field placement. Competency is reflected in the student's ability to engage in professional conduct, and to synthesize and integrate practice knowledge, values, and skills required of a foundation level MSW student.

☐ **First Semester (SWG 541):** Student achieved a **minimum score of three (3) on all items** on the student performance evaluation.

OR

☐ **Second Semester (SWG 542):** Student achieved a **minimum score of four (4) on all items** on the student performance evaluation.

☐ **Failed (E):** Student did not meet the MSW Foundation Practice Program objectives.

☐ **Grade Change by Field Liaison:** Copy of revised document must be provided to Student and Field Instructor.

Comments:

Field Instructor's Signature:_____ **Date:**_____

Student's Signature:_____ **Date:**_____

Field Liaison's Signature:_____ **Date:**_____