

**FINAL STUDENT EVALUATION - BSW**

Student Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date of Evaluation: \_\_\_\_\_

Agency Instructor: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Placement Setting: \_\_\_\_\_

Faculty Advisor: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

***(This report reflects the culmination of the ongoing, mutually evaluative process by the Agency Instructor, Student and Faculty)***

**Instructions (This evaluation begins with the Agency Instructor)**

- (1) Agency Instructor saves a copy of this form on the computer.
- (2) Instructor and student complete the first two sections together.
- (3) Email completed form to Faculty Advisor.
- (4) Faculty Advisor reviews and completes faculty section. The advisor prints the completed evaluation.
- (5) The evaluation is reviewed and signed by AI, FA and student at the final meeting.

**PLEASE NOTE: It is the student’s responsibility to ensure final evaluation is submitted to Faculty Advisor.**

**BSW Field Evaluation Standard**

This report is based on the Agency Instructor’s evaluation of the practicum goals in the Learning Contract in the practice setting and the course objectives of SLWK 4033 (see below). It should reflect the achievements of a “Generalist Beginning Practitioner” and have the practice knowledge and skills necessary for beginning practitioners (intervention/strategy/planning and assessment skills, knowledge of community resources and social policy). Students are **not** expected to have acquired advanced skills such as family therapy techniques, policy analysis, or complex program planning skills. Nor are students expected to be experts in a particular area of practice.

**SLWK 4033 Field Practicum & Seminar Course Objectives:**

**To successfully complete SLWK 4033 students shall:**

- (A) Acquire knowledge and skills required to effectively practice critical, reflective social work with individuals, groups and communities.
- (B) Practice in a manner that respects and embraces diversity, demonstrating an understanding of the significance of social identity.
- (C) Understand the location of the placement agency in the service delivery system and the appropriate use of community resources.
- (D) Demonstrate the ability to critically analyze the relationships between social structures, justice and equity and the role of the placement agency in service delivery, to individuals, groups and communities.
- (E) Demonstrate knowledge of and commitment to the social work code of ethics and standards of practice.
- (F) Develop the ability to effectively and ethically practice in situations of conflict, showing good judgement, an openness to learn, and understanding of privilege, critically reflective self-awareness and the appropriate use of self in practice.
- (G) Develop a framework for practice which integrates theory, knowledge, values and skills, presenting this in written and oral form.

**SECTION ONE – AGENCY INSTRUCTOR**

Please describe student’s practice activities throughout placement. Check all that apply:

<b>Types of Learning Experiences Available in the Agency: (Check all that apply)</b>	<b>Percentage of Time Spent</b>
Individual Work (in person, telephone, intake, support, referral, assessment, other)	
Family/Couple Counselling	
Group Work (education, therapeutic, support, other)	
Committee Work	
Participating in Agency Meetings (team meetings, case conferences, case planning, intake, other)	
Community Liaison	
Advocacy	
Education (client, public, other)	
Community Development, Social Action	
Other:	

<p>Did the student achieve the individualized learning goals reflected in the student’s Learning Contract?</p>
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**Reflective Practice**

These skills, knowledges and values pertain to Objectives A and F:

Objective A: Acquire knowledge and skills required to effectively practice critical, reflective social work with individuals, groups and communities.

Objective F: Develop the ability to effectively and ethically practice in situations of conflict, showing good judgment, an openness to learn, and understanding of privilege, critically reflective self-awareness and the appropriate use of self in practice.

<b>Skill/Knowledge/Value</b>					
Demonstrated ability: 1=not yet evident 2=emerging 3=developing 4=advancing					
1. Demonstrates an awareness of self including personal values, beliefs, actions, reactions and social location	1	2	3	4	NA
2. Demonstrates critical thinking and openness to examining and challenging own beliefs, values, actions and reactions of others	1	2	3	4	NA
3. Identifies and works through differences in values, beliefs, actions, reactions and social location between self and others	1	2	3	4	NA
4. Recognizes areas of personal strength and professional abilities	1	2	3	4	NA
5. Recognizes areas needing improvement and growth	1	2	3	4	NA
6. Recognizes and utilizes self-care strategies that are most effective (i.e. use of supervision, debriefing, journaling, physical exercise/relaxation)	1	2	3	4	NA

**Other Comments:**

### Ethical Practice

These skills, knowledges and values relate to Objectives E and F:

Objective E: Demonstrate knowledge of and commitment to the social work of ethics and standards of practice.

Objective F: Develop the ability to effectively and ethically practice in situations of conflict, showing good judgment, an openness to learn, and understanding of privilege, critically reflective self-awareness and the appropriate use of self in practice.

<b>Skill/Knowledge/Value</b>					
Demonstrated ability: 1=not yet evident 2=emerging 3=developing 4=advancing					
1. Maintains confidentiality of clients, groups and communities	1	2	3	4	NA
2. Recognizes and uses their authority in responsible ways in work with clients	1	2	3	4	NA
3. Refrains from imposing personal values and preferences on clients, groups and communities	1	2	3	4	NA
4. Demonstrates dignity and respect for clients, groups, communities and colleagues	1	2	3	4	NA
5. Establishes appropriate boundaries with clients, groups, communities and colleagues	1	2	3	4	NA
6. Identifies ethical issues and dilemmas in practice	1	2	3	4	NA
7. Responds to and resolves ethical dilemmas in appropriate ways (i.e. seeks supervision, engages in self-reflection, and /or applies ethical decision making models)	1	2	3	4	NA

**Other Comments:**

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## Working Across Differences

These skills, knowledges and values relate to Objectives B and F:

Objective B: Practice in a manner that respects and embraces diversity, demonstrating an understanding of the significance of social identity.

Objective F: Develop the ability to effectively and ethically practice in situations of conflict, showing good judgment, an openness to learn, and understanding of privilege, critically reflective self-awareness and the appropriate use of self in practice.

<b>Skill/Knowledge/Value</b>					
Demonstrated ability: 1=not yet evident 2=emerging 3=developing 4=advancing					
1. Demonstrates openness to and acceptance of issues of difference and the impact differences in identity and experience have on practice with clients, groups and communities	1	2	3	4	NA
2. Identifies and challenges personal views and stereotypes held about the difference identities and experiences seen in the practice setting	1	2	3	4	NA
3. Draws on awareness of issues of difference, identity and privilege with clients, groups and communities in an effort to enhance understanding and build collaboration with clients, groups and communities	1	2	3	4	NA
4. Understands issues of inequity and discrimination in society and how these are experienced by clients, groups and communities	1	2	3	4	NA
5. Understands issues of inequity and discrimination in society and how these shape and inform the relationship with clients, groups and communities	1	2	3	4	NA
6. Adapts practice to provide a relevant approach that meets the unique needs of clients, groups and communities	1	2	3	4	NA
7. Identifies how working with diverse groups enhances and enriches practice	1	2	3	4	NA

**Other Comments:**

### Practice Skills

These skills, knowledges and values relate to Objectives A and G:

Objective A: Acquire knowledge and skills required to effectively practice critical, reflective social work with individuals, groups and communities.

Objective G: Develop a framework for practice which integrates theory, knowledge, values and skills, presenting this in written and oral form.

<b>Skill/Knowledge/Value</b>					
Demonstrated ability: 1=not yet evident 2=emerging 3=developing 4=advancing					
1. Presents ideas and pertinent issues clearly both in writing and orally	1	2	3	4	NA
2. Written and oral communication is professional and free of jargon and pathologizing language	1	2	3	4	NA
3. Recognizes relevant aspects of communication (affect and content) and uses this to establish good working relationship with clients, groups and communities	1	2	3	4	NA
4. Establishes relationships with all relevant systems (family, other professionals, community leaders)	1	2	3	4	NA
5. Draws on social work concepts, theories and frameworks to identify information needed and interpret information gathered	1	2	3	4	NA
6. Demonstrates openness to reformulating issues/problems as work unfolds	1	2	3	4	NA
7. Learns and uses resources relevant to issues/problems presented during placement	1	2	3	4	NA
8. Competently advocates with and for clients served by the agency	1	2	3	4	NA
9. Able to manage difficult emotions such as sadness/anger and incorporate feedback	1	2	3	4	NA
10. Prepares for ending (i.e. transfers, writing reports, referrals) and processes emotions/issues related to ending work with individuals, groups and communities	1	2	3	4	NA

**Other Comments:**

**Practice Context**

These skills, knowledges and values relate to Objectives C and D:

Objective C: Understand the location of the placement agency in the service delivery system and the appropriate use of community resources.

Objective D: Demonstrate the ability to critically analyze the relationship between social structures, justice and equity and the role of the placement agency in service delivery, to individuals, groups and communities.

<b>Skill/Knowledge/Value</b>					
Demonstrated ability: 1=not yet evident 2=emerging 3=developing 4=advancing					
1. Knows relevant legislation and organizational policies	1	2	3	4	NA
2. Has awareness of the underlying ideologies of the agency's policies and practices	1	2	3	4	NA
3. Identifies how social and organizational structures (i.e. social work mandate, organization mandate) influence their interactions with clients, groups and communities	1	2	3	4	NA
4. Understands the relationship of the placement agency to the broader social service delivery system	1	2	3	4	NA

**Other Comments:**

### Student as Learner

These skills, knowledges and values relate to Objective F:

Objective F: Develop the ability to effectively and ethically practice in situations of conflict, showing good judgment, an openness to learn, and understanding of privilege, critically reflective self-awareness and the appropriate use of self in practice.

<b>Skill/Knowledge/Value</b>					
Demonstrated ability: 1=not yet evident 2=emerging 3=developing 4=advancing					
1. Accepts and invites constructive feedback	1	2	3	4	NA
2. Makes efforts to apply suggestions to improve work	1	2	3	4	NA
3. Offers feedback constructively	1	2	3	4	NA
4. Sees own mistakes and negative experiences as part of learning	1	2	3	4	NA
5. Fulfills responsibilities required of them	1	2	3	4	NA
6. Demonstrates movement toward independent practice	1	2	3	4	NA
7. Manages workload in a systematic way; uses field time constructively	1	2	3	4	NA
8. Is punctual	1	2	3	4	NA
9. Takes an active role in own learning experience (i.e., collaborates with supervisor to establish realistic and pertinent learning goals for the learning contract; comes to supervision prepared; offers own insights into learning as needed)	1	2	3	4	NA



### **SUMMARY COMMENTS**

Please summarize briefly overall performance, specifically areas of strength and improvement needed.

## SECTION TWO – STUDENT

Please describe your learning activities throughout placement. Check all that apply:

<b>Types of Learning Experiences Available in the Agency: (Check all that apply)</b>	<b>Percentage of Time Spent</b>
Individual Work (in person, telephone, intake, support, referral, assessment, other)	
Family/Couple Counselling	
Group Work (education, therapeutic, support, other)	
Committee Work	
Participating in Agency Meetings (team meetings, case conferences, case planning, intake, other)	
Community Liaison	
Advocacy	
Education (client, public, other)	
Community Development, Social Action	
Other:	

Please Add Comments:

Were you able to achieve what was planned in the Learning Contract?

Yes \_\_\_\_

No \_\_\_\_

Somewhat \_\_\_\_

Please Explain:

Were the learning opportunities at the agency relevant to your learning goals?

Yes \_\_\_\_ No \_\_\_\_ Somewhat \_\_\_\_

Please Explain:

Does the instructor's evaluation reflect your assessment of your learning and abilities?

Yes \_\_\_\_ No \_\_\_\_ Somewhat \_\_\_\_

Please Explain:

My agency instructor was effective and prepared:

- provided time for supervision and timely feedback Yes \_\_\_\_ No \_\_\_\_ Somewhat \_\_\_\_
- provided consultation, advice, direction and support Yes \_\_\_\_ No \_\_\_\_ Somewhat \_\_\_\_
- discussed integration with theory and practice Yes \_\_\_\_ No \_\_\_\_ Somewhat \_\_\_\_

Please Add Comments:

Were the goals and objectives of the Learning Contract met?

Goals met \_\_\_\_\_

Goals not met \_\_\_\_\_

Please Explain:

**Signatures**

\_\_\_\_\_ Instructor ( Agency )  
Typed name here constitutes electronic signature

Date \_\_\_\_\_

\_\_\_\_\_ Student  
Typed name here constitutes electronic signature

Date \_\_\_\_\_

## **SECTION THREE – FACULTY ADVISOR**

### **Instructions:**

- Review Sections 1 and 2, complete Section 3
- Organize and attend final meeting to discuss evaluation (can be done same day as presentation)
- Sign and submit to Field Office Assistant
- Submit grades to DAL online system

The final evaluation of the BSW Field course (SLWK 4033; SLWK 4031/32) is based on the following:

1. Agency-based field work (based on the approved Learning Contract and course objectives)
2. Attendance and participation in the integrative seminars facilitated by the Faculty Advisor
3. Paper written by the student on the Framework for Social Work Practice
4. Presentation of the practice framework at a meeting attended by the Agency Instructor, Faculty Advisor and other interested agency personnel

### **1. Agency Based Placement**

Please comment on any discrepancies you see in terms of agency instructor's evaluation of goals and BSW objectives and your overall assessment of student.

Comments:
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### **2. Interactive Seminar**

The Faculty Advisor evaluates the student's attendance and participation in the Integrative Seminar with particular emphasis on her/his ability to present and discuss social work practice issues demonstrating the integration of theory and practice.

### **Seminar:**

Comments:
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The Faculty Field Advisor evaluates the student's paper on the Social Work Framework for Practice using the criteria provided in Section Twelve of the manual.

Evaluation Criteria for Practice Paper

The following are the bases for evaluation of the paper:

- clear articulation and integration of ideologies, theories, practices and ethics
- demonstration of the use of the framework in a specific practice setting, indicating familiarity with the current issues in the field of practice (for example addictions, child welfare, corrections, advocacy, policy analysis)
- locating the practice framework within an understanding of systemic inequalities in resources and power, rooted in diverse factors such as class, gender, sexual orientation, race, ethnicity, ability/disability and age
- demonstrated ability to critically reflect on one's practice, including a discussion of strengths and areas for further development
- evidence of critical capacity and analytical ability
- effective integration and analysis of relevant social work literature
- good structure, syntax and use of language; clarity in expression of ideas and appropriate citation
- length of 4000 to 6000 words

**4. Presentation of the Framework for Practice.**

**Additional Comments**

1. Please rate the student's overall performance in the BSW Field Course:

- Outstanding       Very Satisfactory       Satisfactory       Unsatisfactory

Further Comments:

2. Please summarize the most significant progress made by the student during the BSW Field Course.

3. Please identify areas of knowledge, skills and analysis requiring further development.

<b>SLWK 4033 FINAL GRADE:</b>	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
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**Completed by:**

Faculty Advisor \_\_\_\_\_  
Typed Name

\_\_\_\_\_  
Signature Required

\_\_\_\_\_  
Date