Course Outline

SOCIAL WORK DIPLOMA PROGRAM

SOWK 250
PRACTICUM 11A MEETING

Fall, 2013

3 CREDITS
1 HOUR PER WEEK (MEETING)
180 HOURS OF PRACTICUM PER TERM (AT ASSIGNED AGENCY)

INSTRUCTOR: Stephanie Brake MSW, RSW
INSTRUCTOR: Stephanie Brake

PHONE NUMBER: (780) 791-4993

E-MAIL: Stephanie.brake@keyano.ca

OFFICE NUMBER: S113B

OFFICE HOURS:

Monday  11:00AM – 11:50AM
Tuesday  1:00 PM – 1:50 PM
Wednesday  11:00AM – 11:50AM
Thursday  11:00AM – 11:50AM
Friday  11:00AM – 11:50AM

HOURS OF INSTRUCTION:

Wednesday  9:00 –9:50 AM  Room 224

COURSE DESCRIPTION:

The student will demonstrate competency of acquired theoretical skills as applied in a field placement. Practica are organized with consideration of relevant personal or practice backgrounds, learners’ academic needs, areas of interest and organization fit. Subject to certain conditions, students may also complete their practicum in their workplace. As part of this course, learners will be supported through scheduled discussions with their practicum instructor and peers. This instructor-guided reflective, integration seminar is designed to support experiential learning.

PRE-REQUISITE(S):

Successful completion of SOWK 160 / Practicum 1B Meeting.
**COURSE OBJECTIVES:**

The student will have the opportunity to further develop their skills in social work in a field placement that matches their interest and learning needs. Students will continue to develop their intervention and social work competency skills with assigned client groups which could include individuals, families, groups, organizations or communities.

By attending the weekly Practicum Meetings and partaking in the 180 hours of Practicum Placement, students will be provided the opportunity to learn about the helping profession in a safe and supportive manner. Additionally, students will:

- Develop skills for working within a human service agency
- Develop skills in relationship building
- Practice human services practice skills
- Take responsibility for his/her learning
- Understand and work within the parameters of a professional Code of Ethics
- Have an understanding of the role of a social worker
- Develop a sound understanding of the helping process
- Understand the function of human service agencies in our society
- Have some understanding of funding sources for social service delivery
- Have a sound understanding of how social service agencies deliver programs to populations in need
- Understand how social service agencies work together to address individual and societal problems
- Understand how agencies connect to other services in the community
- Recognize the differences in delivery models of social service agencies
- Identify support agencies for appropriate follow-up service
- Understand the limitations of agencies to meet all client needs
COURSE OUTCOMES:

Upon successful completion of this course, students will be able to:

- Integrate theory into practice and to blend practice with theory
- Demonstrate a high level of self-awareness in relation to their work with clients
- Apply concepts, principles and theories to their field work
- Show a commitment to the helping profession
- Demonstrate the ability to build working relationships with individuals, groups, organizations or communities
- Demonstrate a beginning ability to work independently
- Show that they have developed a personal practice model which draws on their individual skills and knowledge as well as various theoretical orientations
- Practice helping in a highly ethical and culturally sensitive manner
- Understand the importance of the natural helper
- Work effectively within various systems
- Understand policy and procedure of social agencies and how policy and procedure affects individuals that they will work with
- Develop and practice effective problem solving and conflict resolution skills
- Understand the importance of ongoing professional development
- Work collaboratively and co-operatively with other team members and agencies
- Understand the importance of observing the person in environment
- Understand the unwritten chain of command when conflict/disagreements arise
- Demonstrate a commitment to adhere to ethical standards as set out in the Social Work Code of Ethics
- Accept responsibility for his/her learning
- Demonstrate the development of a professional self
**REQUIRED RESOURCES:**


Social Work Diploma Program Practicum Manual (Keyano College).

**TOPICS TO BE COVERED:**

Please Note: This course outline may be modified to facilitate learning needs of students as issues arise from the practicum placement.

<table>
<thead>
<tr>
<th>Week</th>
<th>Activity</th>
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<tbody>
<tr>
<td>Week 01 - September 4</td>
<td>Social Work Diploma Practicum Manual, Practicum Documents, Course Outline review</td>
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<td>Week 02 - September 11</td>
<td>Community Agency Presentations</td>
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<td>Week 03 - September 18</td>
<td>Chapter 5: Learning to learn from experience: The integrative processing model <em>(week 1 &amp; 2 learning journals due)</em></td>
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<tr>
<td>Week 04 – September 25</td>
<td>Chapter 3: Developing ethical competence, Alberta College of Social Workers Standards of Practice, &amp; Canadian Association of Social Workers Code of Ethics <em>(Learning contracts due)</em></td>
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<tr>
<td>Week 05 - October 2</td>
<td>Chapter 6: Communicating with clients/Interviewing Skills *(week 3 &amp; 4 learning journals due) <em>(Time sheet for September due)</em></td>
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<tr>
<td>Week 06 - October 9</td>
<td>Guest speaker: Developing cultural competence <em>(Midterm site visit to be held this week and midterm evaluation to be completed this week)</em></td>
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<td>Week 07 - October 16</td>
<td>Community Agency Presentations <em>(week 5 &amp; 6 learning journals due)</em></td>
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<td>Week 08 – October 23</td>
<td>Chapter 8: Writing and reporting within your field agency / Documentation</td>
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<tr>
<td>Week 09 – October 30</td>
<td>Chapter 4: Using supervision <em>(week 7 &amp; 8 learning journals due)</em></td>
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<tr>
<td>Week 10 – November 6</td>
<td>Community Agency Presentations <em>(Time sheets for October due)</em></td>
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<tr>
<td>Week 11 – November 13</td>
<td>Chapter 9: Taking Care of Yourself <em>(week 9 &amp; 10 learning journals due)</em></td>
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<tr>
<td>Week 12 – November 20</td>
<td>Guest speaker: Domestic Violence <em>(Final site visit to be held this week and final evaluation and evaluation summary to be completed this week)</em></td>
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<tr>
<td>Week 13 – November 27</td>
<td>Self-awareness / Insight /Development of professional self *(week 11 &amp; 12 learning journals due) <em>(Final site visit to be held this week and final evaluation and evaluation summary to be completed this week)</em></td>
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<tr>
<td>Week 14 – December 4</td>
<td>Chapter 11: Planning Your Career, final review and discussions regarding 2014 practicum placements <em>(Time sheets for November due)</em></td>
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*(Time sheets for December Due following your last day of Practicum in December 2013)*

*(Learning journals for weeks 13 &14 onward due following your last day of Practicum in December 2013)*
**Evaluation**

PASS:

- Completion of all 180 hours of practicum
- Completion and submission of the learning journals
- Completion and submission of Learning Agreement & Learning Contract
- Completion and submission of all practicum documents
- Satisfactory written evaluations from the practicum placement
- Attendance at all scheduled integration seminars (only excused absences permitted)

FAIL:

- Non-compliance with above

**Performance Requirements / Responsibilities of the student:**

- All journals, contracts, and documents must be submitted in hard copy.
- Students are expected to work the negotiated schedule. One hundred percent attendance and punctuality are expected, with exceptions for valid medical reasons or personal emergencies.
- Participation and attendance at all scheduled integration seminars is expected.

**IMPORTANT DATES TO REMEMBER:**

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<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>September 4</td>
<td>First Day of Classes</td>
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<td>September 10</td>
<td>Last day to add for academic programs / fall term fees due</td>
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<tr>
<td>September 17</td>
<td>Last day to drop courses for academic programs</td>
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<tr>
<td>October 14</td>
<td>Thanksgiving Day – College Closed</td>
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<tr>
<td>October 25</td>
<td>Last day to withdraw without academic penalty.</td>
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<tr>
<td>November 11</td>
<td>No Classes – Remembrance Day</td>
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<tr>
<td>December 6</td>
<td>Last day of classes for students in Certificate, Diploma, and University Programs</td>
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<tr>
<td>December 9-18</td>
<td>FINAL EXAM PERIOD.</td>
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**Academic Misconduct:**

Students are considered to be responsible adults and should adhere to principles of intellectual integrity. Intellectual dishonesty may take many forms, such as:
- Plagiarism or the submission of another person’s work as one’s own
- The use of unauthorized aids in assignments or examinations
- Unauthorized collaboration with others in preparing work
- The deliberate misrepresentation of qualifications
- The willful distortion of results or data
- Substitution in an examination by another person

Penalties for academic offences may range from a verbal reprimand to dismissal from the College, and in certain circumstances may involve legal action. Please refer to the 2013-2014 Credit Calendar for more information:

**Accommodation for Students with Disabilities:**

The College will provide reasonable accommodation to students with disabilities in order to promote academic success. If you require accommodation, contact the Learner Assistance Program (LAP) Office at 780-792-5608 to initiate the process for documenting, assessing and implementing your individual accommodation needs. In addition, tutoring services are available at the SKILL Centre.

**Student Rights and Responsibilities:**

Students should consult the Keyano College Credit Calendar or online information.
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Stephanie Brake, Instructor

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Reviewed and approved by:

Vincella Thompson, Chairperson

Date

Guy Harmer, Dean

Date