

## HSWR 118: Practicum 1

### Course Description

The purpose of this course is for students to integrate theory and skills learned in the classroom in an on-site practicum.

**Course Hours:** 180

**Course Credits:** 4

**Course Prerequisites:** Minimum 65% in either English 12, English Studies 12, English First Peoples 12, ENGL 090, or equivalent (refer to Course Equivalency Information on the College website), CYFS 101, CYFS 102, and HSWR 200.

**Pre/Co-requisites:** CYFS 103

### Format

Students who register for Flexible Assessment credit must provide evidence of their competency in the form of a portfolio and submit this evidence online to the designated HSWR Faculty Assessor two weeks before the end of the semester.

The portfolio submission must include the following information:

1. A table of contents with page numbers that follow the learning outcomes of the course, in the order the learning outcomes are listed on the *Flexible Assessment Documentation Form* below;
2. A labeled heading between each learning outcome and course activity;
3. Concrete evidence (i.e., photos, letters, logbook, video recording, observations) of each learning outcome in the order listed below along with brief explanations of the relevance of each piece of evidence;
4. A completed copy of the recording form below with the type and page number of each piece of evidence in the portfolio submission.

### **What You Need To Do**

Document your knowledge and implementation of each learning outcome for HSWR 118 (below) by providing a minimum of four examples for each outcome, with the exception of the learning outcomes that are met by the Additional Flexible Assessment Criteria (AFAC). The examples for the learning outcomes can include a combination of written examples, photos, observations, course/workshop certificates, log-books, video recordings, evaluations and practical applications. Each example must include a written component that clearly explains how the evidence has informed your professional practice.

### **Additional Flexible Assessment Criteria**

**AFAC 1.** In approximately 250 words, discuss what you know about the setting, or settings, in which you have worked. For example, what is the purpose of the agency/program?

- a. How does it fit in the community in terms of the clients who use the service? Is it the only agency attempting to meet the needs of the clients or is it one of many agencies/programs?
- b. How is it different from the others if there are others?
- c. What do you think is missing in this community related to the client group?
- d. What do you really like about your work site? Explain. What would you like to change? Explain.
- e. What are the skills and knowledge most important to you in this site? Be specific.
- f. Share a situation where you have struggled in your Human Service Work experience. What did you do? What could you still do? What resources are available to you in such a situation?

## **Additional Required Documentation**

### **Proof of Employment**

Verify you have 360 hours of Human Service work experience. This could be a record of employment or a written letter from employers with the employers' current contact information.

### **Resume**

Include your resume with the following topics: Formal Education, Employment History with details of your jobs, Informal Education (workshops, training sessions), Hobbies, and Volunteer work. Include your experiences that would be relevant to HSWR 118.

### **Assessment Letters**

Submit two letters from colleagues/employers which outline your demonstration of the learning outcomes. This is not a letter of reference but rather an assessment of the applicant's skills and abilities. See note at the bottom of this document for letter guidelines.

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### Learning Outcomes and Additional Flexible Assessment Criteria

Proof of Employment	Types of Evidence	Page Number(s)	Value <i>(for office use only)</i>	Faculty Assessor's Comments <i>(for office use only)</i>
360 hours of Human Service Work Experience.				
Learning Outcomes	Types of Evidence	Page Number(s)	Value <i>(for office use only)</i>	Faculty Assessor's Comments <i>(for office use only)</i>
Apply practical learning (i.e. skills) to working with a client population.				
Apply theoretical learning to working with a client population.				
Demonstrate your ability to work toward preset learning goals.				
Evaluate your ability to work within the guidelines of the BC Association of Social Workers Code of Ethics, and negotiate ethical challenges related to dual relationships.				

Learning Outcomes	Types of Evidence	Page Number(s)	Value <i>(for office use only)</i>	Faculty Assessor's Comments <i>(for office use only)</i>
Determine how your values, beliefs, and attitudes fit within your particular practicum environment.	AFAC 1			
Plan, implement & evaluate a client activity based on client/agency needs.				
Resume	Types of Evidence	Page Number(s)	Value <i>(for office use only)</i>	Faculty Assessor's Comments <i>(for office use only)</i>
Assessment Letters	Types of Evidence	Page Number(s)	Value <i>(for office use only)</i>	Faculty Assessor's Comments <i>(for office use only)</i>

Telephone Interview	Date	Faculty Assessor's Comments <i>(for office use only)</i>

## Human Service Work Flexible Assessment Employer Letter Guidelines for HSWR 118 Practicum 1

**Note for Employer:** When writing your letter, please address as many points from the following list, with examples, as possible. This is not a letter of reference but rather an assessment of the student's skills, knowledge and values.

Graduates of the College of the Rockies Human Service Work Certificate have the knowledge, skills and attitudes to be able to:

1. Support individuals, groups, and communities develop to their full potential.
2. Utilize assessment, planning, implementation, and evaluation skills.
3. Assist individuals to create and maintain meaningful relationships through formal and informal support systems.
4. Advocate appropriately and effectively for the human and civil rights of individuals and groups.
5. Work independently and collectively within a team model.
6. Communicate effectively with individuals and groups using a variety of skills and technologies.
7. Take responsibility for, and conduct themselves in a reliable, ethical and professional way within the boundaries and obligations of their roles.
8. Continue to develop professionally and personally, and recognize the value of lifelong learning.
9. Practice personal wellness.