

Liaison Visit Form

Agency: _____ Date: _____ Visit: 1st 2nd Final

Field Instructor: _____ Task Supervisor: _____

Student: _____ Faculty Liaison: _____

First Visit

- Field instructor has completed training. If not, ensure the field instructor knows how to access the Field Manual on-line
- Field instructor resume is on file. If not, arrange for field instructor to get resume to you
(Please bring it to Field Office)
- Review Learning Plan

Final Visit

- Discuss overall AU SOWK Department and agency interaction
 - Verify agency's ability/willingness to continue hosting students
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Learning Plan Review:

- Learning Plan activities are clearly linked to objectives
- The student has an adequate range of activities with diverse clients/systems
- Activities seem congruent to the level of the student

Feedback on Learning Plan & Field Program:

Student:

- | | |
|--|--|
| <input type="checkbox"/> Demonstrates punctuality and good attendance | <input type="checkbox"/> Adheres to NASW Code of Ethics |
| <input type="checkbox"/> Maintains professional appearance and demeanor | <input type="checkbox"/> Develops and satisfactorily completes an individualized biannual Learning Plan in collaboration with the field instructor |
| <input type="checkbox"/> Demonstrates appropriate professional boundaries and interpersonal skills | <input type="checkbox"/> Prepares for an actively participates in weekly supervision |

Comments regarding Student Performance:

Field Instructor:

- | | |
|--|--|
| <input type="checkbox"/> Assigns tasks to meet the student's educational needs | <input type="checkbox"/> Provides ongoing feedback to the student about his/her practicum performance |
| <input type="checkbox"/> Advocates for access to agency resources and learning experiences | <input type="checkbox"/> Provides opportunities for students to practice GIM skills at individual, family, group, organization and community level |
| <input type="checkbox"/> Provides one hour of formal weekly supervision | |

Comments regarding Field Instructor Effectiveness:

Agency Provides:

- | | |
|--|---|
| <input type="checkbox"/> A two-year MSW field instructor or task supervisor | <input type="checkbox"/> Practice experiences as defined in the student's Learning Plan |
| <input type="checkbox"/> A qualified field instructor/task supervisor who has sufficient time and resources to develop the student's learning experience | <input type="checkbox"/> Adequate office space, clerical and technical support |

Discuss any changes or developments that may influence the Field Education: