

**TOURO COLLEGE  
GRADUATE SCHOOL OF SOCIAL WORK  
DEPARTMENT OF FIELD EDUCATION  
27 W. 23<sup>RD</sup> STREET – 5<sup>TH</sup> FLR.  
NEW YORK, NY 10010  
212-463-0400 EXT. 5502  
FAX: 212-627-3693**

**FOUNDATION YEAR FIELD LEARNING EVALUATION**

\_\_\_\_\_ **MID-YEAR**

\_\_\_\_\_ **END-YEAR**

(Please submit one (1) original and one (1) copy to the Field Education Office)

Student: \_\_\_\_\_ Touro Field Liaison \_\_\_\_\_

For Standard Field Internship: 21 Hours/Wk \_\_\_\_\_ 15 Hours/Wk \_\_\_\_\_

For Employment Based Internship: Full-time 15 Hrs/Wk \_\_\_\_\_ Part-time 11.5 Hrs/Wk \_\_\_\_\_

Field Instructor: \_\_\_\_\_ Task Supervisor: \_\_\_\_\_

Agency: \_\_\_\_\_

Student's Start Date at Agency \_\_\_\_\_

Evaluation Period Covered (Exact Dates): \_\_\_\_\_ Field Hours Completed: \_\_\_\_\_

Brief Description of Agency:

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**Learning Opportunities Available to Student:**

**A. Student Assignments**

Briefly describe the student's clients and the services provided (e.g. Individual, Group, Family, Advocacy, Intake, Case Management).

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**B. Other Assignments** (e.g., Outreach, Resource Development, Program Planning)

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**C. Other Learning Opportunities** (Meetings, Seminars, Consultations, etc.)

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**D: Special factors which may have had an impact on student's learning experience** (e.g. new program, change in field instructor, etc.)

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**RATE THE STUDENT ON EACH OF THE FOLLOWING CRITERIA, USING THESE SCORE DEFINITIONS:**

1. **Not achieved** – performance is generally unacceptable.
2. **Understood but not achieved** – student has only a beginning understanding of the skill and currently performance is generally uneven.
3. **Achieved** - performance meets expectations for students at this level and continuing improvement is demonstrated.
4. **Exceeded standard** - performance is well beyond expectations for students at this level with few gaps.
5. **Exceeded with distinction** – performance is exceptional and the skill is an integrated part of the student's practice.

**N/O** The student has not had the opportunity to demonstrate the skill.

**COMPETENCIES**

**I. IDENTIFY AS A PROFESSIONAL SOCIAL WORKER AND CONDUCT ONESELF ACCORDINGLY**

a. Advocates for client access to social work services.	1 2 3 4 5 N/O
b. Carries out a range of social work roles, such as case manager, advocate, and counselor.	1 2 3 4 5 N/O
c. Sustains disciplined, professional relationships with colleagues and members of the service community.	1 2 3 4 5 N/O
d. Practices personal reflection and self-correction to assure continual professional development.	1 2 3 4 5 N/O
e. Attends to professional roles and boundaries by demonstrating professional demeanor in behavior, appearance, and communication.	1 2 3 4 5 N/O
f. Develops awareness of own gaps in knowledge and seeks additional relevant knowledge, including professional literature.	1 2 3 4 5 N/O
g. Demonstrates understanding of the social work role in organizational settings including functioning as a team and agency member. .	1 2 3 4 5 N/O
h. Understands the agency’s mission, goals, functions and the role of the agency within the social welfare system.	1 2 3 4 5 N/O
i. Understands and meets administrative requirements including documentation.	1 2 3 4 5 N/O
j. Recognizes the effect of policy on social work programs and practice.	1 2 3 4 5 N/O

COMMENTS:

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**II. APPLY SOCIAL WORK ETHICAL PRINCIPLES TO GUIDE PROFESSIONAL PRACTICE**

a. Recognizes and manages personal values, including personal biases, in a way that allows professional values to guide practice.	1 2 3 4 5 N/O
b. Tolerates ambiguity in resolving ethical conflicts.	1 2 3 4 5 N/O
c. Applies strategies of ethical reasoning to arrive at principled decisions.	1 2 3 4 5 N/O
d. Recognizes the parameters of confidentiality.	1 2 3 4 5 N/O
e. Makes ethical decisions by applying standards of the National Association of Social Workers Code of Ethics.	1 2 3 4 5 N/O

**COMMENTS:**

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**III. APPLIES CRITICAL THINKING TO INFORM AND COMMUNICATE PROFESSIONAL JUDGEMENTS**

a. Demonstrates effective oral communication in working with individuals, families, groups, organizations, communities, and colleagues.	1 2 3 4 5 N/O
b. Demonstrates effective written communication in working with individuals, families, groups, organizations, communities, and colleagues.	1 2 3 4 5 N/O
c. Adjusts preconceived notions regarding the social work role to meet agency purpose and client need.	1 2 3 4 5 N/O
d. Prepares an agenda for field instruction.	1 2 3 4 5 N/O
e. Submits process recordings in a timely and thorough manner.	1 2 3 4 5 N/O
f. Carries over learning from one situation to another.	1 2 3 4 5 N/O
g. Modifies work as learning proceeds.	1 2 3 4 5 N/O
h. Appropriately utilizes other sources of supervision and consultation, (e.g. task supervision)	1 2 3 4 5 N/O
i. Seeks additional learning opportunities.	1 2 3 4 5 N/O

**COMMENTS:**

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**IV. ENGAGES DIVERSITY AND DIFFERENCES IN PRACTICE**

a. Has gained sufficient self-awareness to eliminate the influence of personal biases and values in working with diverse groups.	1	2	3	4	5	N/O
b. Critically analyzes the differential impact of the social environment as it relates to variables associated with populations at risk.	1	2	3	4	5	N/O
c. Recognizes the unique needs, interests, strengths and challenges among diverse groups in society.	1	2	3	4	5	N/O

**COMMENTS:**

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**V. ADVANCES HUMAN RIGHTS AND SOCIAL AND ECONOMIC JUSTICE**

a. Advocates and engages practices that advance social and economic justice.	1	2	3	4	5	N/O
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**COMMENTS:**

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**VI. ENGAGES IN RESEARCH-INFORMED PRACTICE AND PRACTICE INFORMED RESEARCH**

Uses research findings to inform practice.	1 2 3 4 5 N/O
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**COMMENTS:**

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**VII. APPLY KNOWLEDGE OF HUMAN BEHAVIOR AND THE SOCIAL ENVIRONMENT**

a. Utilizes conceptual frameworks to guide the process of assessment, intervention, and evaluation.	1 2 3 4 5 N/O
b. Critiques and utilizes bio-psycho-social-spiritual theories in formulation of comprehensive assessments.	1 2 3 4 5 N/O

**COMMENTS:**

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**VIII. ENGAGE IN POLICY PRACTICE TO ADVANCE SOCIAL AND ECONOMIC WELL BEING AND TO DELIVER SOCIAL SERVICES**

a. Analyzes, formulates, and advocates for policies that advance social well-being.	1 2 3 4 5 N/O
b. Facilitates client self-advocacy.	1 2 3 4 5 N/O

**COMMENTS:**

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**IX. RESPOND TO CONTEXTS THAT SHAPE PRACTICE**

a. Provides leadership in promoting sustainable changes in service delivery and practice to improve the quality of social services.	1 2 3 4 5 N/O
b. Develops intervention plans to accomplish systemic change.	1 2 3 4 5 N/O
c. Assesses the quality of client interactions within their evolving organizational, community and societal contexts.	1 2 3 4 5 N/O

**COMMENTS:**

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**X. ENGAGE, ASSESS, INTERVENE, AND EVALUATE WITH INDIVIDUALS, FAMILIES, GROUPS, ORGANIZATIONS, AND COMMUNITIES.**

**1. ENGAGEMENT**

a. Can substantively and effectively prepare for action: i. with individuals/ families ii. with groups iii. with organizations/communities	1 2 3 4 5 N/O
b. Uses empathy and other interpersonal skills.	1 2 3 4 5 N/O
c. Develops a mutually agreed-on focus of work and desired outcomes.	1 2 3 4 5 N/O

**COMMENTS:**

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## 2. ASSESSMENT

a. Collects, organizes, and interprets client data.	1 2 3 4 5 N/O
b. Assesses client strengths and limitations.	1 2 3 4 5 N/O
c. With guidance, develops mutually agreed upon intervention goals and objectives.	1 2 3 4 5 N/O
d. Selects appropriate intervention strategies.	1 2 3 4 5 N/O

### COMMENTS:

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## 3. INTERVENTION

a. Initiates actions to achieve organizational goals.	1 2 3 4 5 N/O
b. Implements prevention interventions that enhance client capacities.	1 2 3 4 5 N/O
c. Helps clients resolve problems.	1 2 3 4 5 N/O
d. Negotiates, mediates, and advocates for clients.	1 2 3 4 5 N/O
e. Facilitates transitions and endings.	1 2 3 4 5 N/O

### COMMENTS:

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## 4. EVALUATION

a. Critically analyzes, monitors, and evaluates interventions.	1 2 3 4 5 N/O
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### COMMENTS:

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**5. TERMINATION**

a. Prepares for termination.	1	2	3	4	5	N/O
b. Identifies dynamics of endings.	1	2	3	4	5	N/O
c. Works through feelings for both client and worker.	1	2	3	4	5	N/O
d. Completes agency protocols for termination.	1	2	3	4	5	N/O

**COMMENTS:**

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**NUMBER OF PROCESS RECORDINGS SUBMITTED TO DATE: \_\_\_\_\_**

**COMMENTS:**

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**PLEASE SUMMARIZE YOUR ASSESSMENT OF THE STUDENT'S PERFORMANCE IN FIELD PLACEMENT:**

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**SECOND SEMESTER ASSIGNMENTS: (Complete Only on Mid-Year Evaluation)**

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**Field Instructor's Recommendation:**

\_\_\_\_\_ **Pass w/Distinction**      \_\_\_\_\_ **Pass**      \_\_\_\_\_ **Fail**      \_\_\_\_\_ **Incomplete**

\_\_\_\_\_  
**Field Instructor**      **Date**

\_\_\_\_\_  
**Student**      **Date**

**The evaluation must be reviewed in a meeting of the field instructor and the student and signed by both the field instructor and the student. The student's signature does not imply agreement, only that the student has read the evaluation. If the student wishes to submit an addendum to the evaluation, it will be shared with the field instructor and become part of the student's permanent record as well.**

Rev 5/21/2014