



Initial Field Contract

Child Welfare Scholarship?
 Yes No

I. Identifying Information

Course Number: 8010 (Foundation placement) 8020 (Full Program Concentration)

Student Name: Ima G. Student		Field Instructor Name: Yurmy Mentor	
Home Address:		FI Phone:	FI Fax:
Home Phone:	Cell:	FI E-mail:	
University E-mail:	Home E-mail:		
Work Address:		Task Supervisor Name:	
Work Phone:	Work E-mail:	TS Phone:	TS Fax:
		TS E-mail:	

Internship Agency: **Healthy County Child Protection** Hours: _____

Address: _____

Phone: _____ Fax: **555-123-4567** E-mail: **ymentor@healthycountycp.us**

Detailed driving directions to the agency from the university including entry and parking: **VERY IMPORTANT FOR YOUR FIELD LIAISON!!**

Beginning Date Of Internship: **September 8, 2005** Anticipated Completion Date Of Internship: **May 5, 2005**

Scheduled Field Hours Each Week: **M and W- 8:00-4:30**

Anticipated Supervision Arrangements (types, who will be involved, day/time each week, length of supervision sessions): **Individual supervision 1x/wk, Mondays 11:00-12:00, bi-weekly group supervision, attendance at division trainings and in-services**

Faculty Liaison: **Edie Ucator** Phone: **555-555-5555**

E-mail: **edie.ucator@USA.edu** Fax: **555-555-5554**

II. Describe the content and structure of the internship:

What will you be doing? With what population will you be working? What would be the job title that best describes your duties as an intern? If you will be working with a team, describe its nature and make-up. Describe the mission of the program or agency with which you are doing your internship, and the services provided. If you are a Child Welfare Scholar, include in this overview the specific child welfare services provided by your unit and agency. Additionally, note the percentage of "IV-E eligible" individuals served, either by you on your caseload or the total agency percentage. (If this is not available, estimate the percentage of clients who might be considered IV-E eligible.) I will be providing and participating in providing case management services to clients who have open cases in child protection. The clients I will be working with are families working towards reunification with their children while exploring other permanency contingencies at the same time. The closest job title to my duties is Child Protection Social Worker. I will primarily be teaming cases with my field instructor and other social workers, although I may be assigned a few cases to carry on my own with close supervision.

The overall mission of Healthy County is to "provide quality public services in a cost-effective manner through innovation and leadership in partnership with the community." The mission of the Community Social Services Department is to "strengthen individuals, families and communities by increasing safety and stability, promoting self-reliance and positive community engagement, and improving health for all residents." The specific mission of Child Protection is to "assure the safety of children in Healthy County and to support them living in stable, nurturing homes.."

Healthy County Community Social Services is separated into four service areas: self-sufficiency/workforce development, administrative services, veterans' services, and social services. Social Services is made up of multiple programs that support children, families, and adults. Programs include: child care assistance, children's mental health, child protection, alternative response, developmental disabilities, adult mental health, adult protection, chemical health, foster care and adult housing, planning, and other administrative support functions.

I will be working as a part of the Family Based Services team, which is headed by my field instructor, and includes all the social workers in my area. The team meets on a bi-weekly basis to discuss cases and CP policy issues, as well as discussing coverage needs, etc.

Child Protection services are mandated and based on applicable state and federal statutes. Funding sources for services include county property taxes and state and federal monies, including IV-E federal funds.

According to the social services planning unit, the percentage of IV-E eligible individuals in placement last quarter was 56%. Placements are made not only for children involved in child protection, but also for some children with severe developmental disabilities or childhood mental illness.



III. Supervision, Evaluation and Orientation Checklist:

The following areas should be discussed between the intern and Field Instructor (and Task Supervisor if relevant). Please check boxes as areas are discussed:

- Agency history, structure, philosophy, programs, practices and funding
- Client and community demographics
- Agency staff demographics (including professional background and diversity)
- Agency sexual/racial harassment policies
- Agency confidentiality/HIPPA policies
- Learning, teaching and communication styles of student and FI/TS as they impact supervision
- Expectations of student and FI/TS with respect to supervision (e.g. format, preparation, roles of FI vs. TS, plans to monitor how supervision is going)
- The types of data that will be used to evaluate student progress: Direct observation, process recordings, et. al.
- Preferred ways of giving and receiving feedback (both positive and constructive critical)
- Conflict: styles of addressing, plans for how conflict will be approached when it arises
- Student's identified areas for development
- Special areas of need, support, or challenge in field supervision
- Expectations re: internships hours, university holidays and vacations

Required of Child Welfare Scholars:

- Agency's relation to other child welfare/child protection systems in community

Notes or comments based on discussion of checklist: We will need to be aware of differences in our learning and communication styles. We have agreed that at the end of each supervision session, we will give each other feedback about how the internship and our working relationship is going. We have agreed that I will do 2 process recordings over the course of the internship. We have agreed that I will work 16 hours over the course of winter break.

SIGNATURES:

Date: _____

Student: _____

Field Instructor: _____

Task Supervisor: _____

Faculty Field Liaison _____