



Department of Social Work  
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**UNIVERSITY OF ARKANSAS AT MONTICELLO  
DEPARTMENT OF SOCIAL WORK**

**Field Education Director  
Evaluation of Practicum Agency**

This evaluation is to be completed by the Social Work Field Education Director, discussed with the student and the Field Instructor and submitted for the files of the Field Education Office.

Field Education Director: \_\_\_\_\_

Semester/Year: \_\_\_\_\_

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

Field Instructor: \_\_\_\_\_

Student: \_\_\_\_\_

Type of Placement: Practicum I: \_\_\_\_\_ Practicum II: \_\_\_\_\_

Please use the following scale to evaluate the quality of field teaching, supervision, and learning opportunities available through this placement:

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>Unacceptable</b>	<b>Needs Improvement</b>	<b>Meets Expectations</b>	<b>Exceeds Expectations</b>	<b>Outstanding</b>

**Field Agency:**

1. Student opportunities to gain practice experience with:
  - a. Individuals \_\_\_\_\_
  - b. Families \_\_\_\_\_
  - c. Groups \_\_\_\_\_
  - d. Organizational functions \_\_\_\_\_
  - e. Community activities \_\_\_\_\_
  
2. Administrative/agency support for practicum:
  - a. Staff time for supervision \_\_\_\_\_
  - b. Space for student \_\_\_\_\_
  - c. Desk for student \_\_\_\_\_
  - d. Phone for student \_\_\_\_\_
  - e. Reimbursement for agency related travel \_\_\_\_\_
  
3. Agency's services and programs compatible with social work's Code of Ethics. \_\_\_\_\_
  
4. Agency's commitment to professional standards of service. \_\_\_\_\_
  
5. Stability and consistency of agency professional staff. \_\_\_\_\_
  
6. Student opportunities to gain practice experience with diverse populations (race, age, ethnicity, social/economic, disability, etc.). \_\_\_\_\_
  
7. Student opportunities and support for completion of required class assignments as they relate to the internship. \_\_\_\_\_

**Field Instructor:**

1. Plans in advance for student's placement at the agency (letting agency staff know of placement, preparing for student's orientation, etc.). \_\_\_\_\_
2. Provides orientation to the student:
  - a. Overview of agency structure and policies \_\_\_\_\_
  - b. Explaining agency procedures \_\_\_\_\_
  - c. Explaining agency forms and expectations for record-keeping \_\_\_\_\_
  - d. Availability to student to answer questions \_\_\_\_\_
3. Provides opportunities for student to directly observe provision of client services. \_\_\_\_\_
4. Provides opportunities for student to directly provide client services within first 2-4 weeks. \_\_\_\_\_
5. Provides opportunities for student to complete appropriate agency paperwork. \_\_\_\_\_
6. Provides direct feedback to student regarding performance in provision of client services and completion of paperwork. \_\_\_\_\_
7. Schedules and conducts weekly supervisory conferences to discuss student's learning, progress towards goals, issues and questions. \_\_\_\_\_
8. Encourages student's development of knowledge-based practice. \_\_\_\_\_
9. Demonstrates enthusiasm and commitment to teaching. \_\_\_\_\_
10. Creativity and flexibility in working with student. \_\_\_\_\_
11. Demonstrates adherence to professional standards of social work practice. \_\_\_\_\_
12. Availability for communication and appointments with field faculty. \_\_\_\_\_

Comments:

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Social Work Field Education Director

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Date