

Colorado Mesa University
Bachelor of Social Work Program Supervision
Agreement

This is an agreement between Colorado Mesa University Department of Social and Behavioral Sciences, Bachelor Social Work Program and _____ (agency supervisor) at _____ (agency), and _____, BSW Student. This agreement is to identify the responsibilities of all parties involved for the practicum experience.

The agreement will be in effect as of _____ until ____/____/_____ and will fulfill 225 hour each semester for a total of 450 hour of professional development in social work practice.

All parties agree to abide by the Colorado Mesa University commitment to policies of equal opportunity and affirmative action and prohibits discrimination on the basis of race, color, national origin, religion, sex, sexual orientation, age or status as a disabled person with a disability. The University seeks to provide equal access to its programs, services and activities for people with disabilities.

The Colorado Mesa University Social Work Program establishes criteria for agencies to be used for practicum instruction, in accordance with standards set forth by the Council on Social Work Education. The following information provides important guidelines for all practicum settings:

Responsibilities of the Agency Supervisor:

1. The agency will be compatible with the educational objectives of social work which embody the values and ethics of the social work profession.
2. Agency supervisors must be fully integrated staff members and be granted time in their regular workload to provide practicum supervision, attend two workshops per year, and meet with the Director Practice Education a minimum of three times per year to evaluate the students process and review learning goals.
3. The agency must provide qualified agency supervisors or task supervisors and will provide one hour of supervision per week.
4. The agency supervisor will complete the Agency Supervisor Assessment each semester.
5. The agency will provide necessary workspace for the student, this space may be shared.

Responsibilities of the Colorado Mesa University, Social Work Program:

1. CMU will assist the student with their learning goals and objectives to ensure they are in compliance with professional standards and independent skill development.
2. CMU will award the student 5 semester credit hours after successful completion of the practicum, each semester. Students must pass both practicum and seminar for credit.
3. CMU will award a grade for the student's work based on how well the student meets program-specific requirements

4. The Bachelor of Social Work Program will provide ongoing consultation, support, and training for the agency supervisors.
5. All approved contracts and approved supervisors are at the discretion of the Social Work Program, in conjunction, with the Social and Behavioral Sciences Department Head to ensure appropriate designation and training opportunities for each student.

Responsibilities of the Student:

1. The student must adhere to all NASW Code of Ethics, BSW Practicum Manual requirements, BSW policies, and agency policies and procedures.
2. Student must complete 450 hours in practicum placement (225 hours each semester). Students may not start hour's early or complete hours early – students may begin on the first day of the semester and must complete on the last day of the semester (before finals week).
3. Students must complete all required CMU paperwork in Handshake prior to starting practicum. Student may ONLY begin practicum after the Social Work Program has APPROVED the agency, supervisor, and paperwork.
4. The student must report to the practicum during times mutually agreed upon by the site supervisor and the student.
5. The student shall register for Practicum I/II and Practicum Seminar I/II for credit hours and pay applicable tuition and fees to CMU.

Other Areas of Agreement

1. All parties understand that the student is not entitled to employment at the conclusion of the practicum period; however, a student may be offered a position.
2. All parties understand that the student is not obligated to accept an offer of employment at the conclusion of the practicum period, and that the completion of their practicum is not contingent on them accepting aforementioned job offer.
3. All parties understand that the agency may terminate this agreement for poor performance by the student. Please review the BSW Practicum Education Manual for policies and procedures to resolve and/or terminate practicum issues.
4. Student acknowledges and agrees that no tuition or fees will be reimbursed by CMU to the student and no credit hours awarded by CMU to the student, if the student fails to complete the practicum.

Signatures

AGENCY/ SITE SUPERVISOR

Name of Agency / Organization:

Name Facility Agency Supervisor:

Agency Supervisor Title:

Agency Supervisor Email:

Agency Supervisor Signature/date:

DIRECTOR PRACTICE EDUCATION/ SOCIAL WORK FACULTY

Social Work Faculty: Aisha Chapra

Social Work Faculty Email: achapra@coloradomesa.edu

Social Work Faculty Signature/date:

BACHELOR SOCIAL WORK STUDENT

Student Name:

Student phone number:

Student Email:

Student Signature/ date: