

Department of Social Work

Practice III

Summer II 2021



Archer College of Health and Human Services

SWK 4373-Online: Social Work Practice III

Instructor: Anne M. Scaggs, EdD, MSW, LCSW

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Phone:

Office: Virtual

Office Hours: 11:00 a.m.-1:00 p.m. Monday through Friday

Collaborate sessions will occur on an as needed basis. This will be discussed prior to selection of a day and time.

- *Please note that emails received after 5:30 p.m. will be answered the following morning.*

Recycling and sustainability: Please consider if it is necessary to print the syllabus. If so, please help our fragile environment by recycling this paper when finished. Thank you! by recycling this paper when finished. Thank you!

Course Description

The integrative seminar in social work. This capstone course facilitates the integration and application of the generalist social work curriculum in diverse, evolving, and emerging practice contexts. Student career development, use of technology, and professional leadership are emphasized. As a part of this course, students must take and pass a comprehensive examination. Prerequisite: SWK 4371

Course Introduction

This is the final course in the social work curriculum and is designed to integrate the social work curriculum into a meaningful whole. For example, the social work core courses are built on a liberal arts foundation; the university core curriculum or pre-social work courses. The field education experience and advanced social work electives follow the social work core course expanding on student knowledge, practice skills, and values. These three stages represent levels of student development and require integration. Social work courses at ASU are organized around domain sequences; there are five domain sequences including the HBSE, social work practice, social welfare policy and practice, social work research, and social work field education sequences. The first course in each sequence forms the foundation for the next

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course in the same sequence. Consequently, each course in a domain sequence must be carefully integrated. Lastly, each domain sequence must be integrated with the others. For example, each of the five domain sequences as whole must be integrated; more specifically, the HBSE sequence must be integrated with the social work practice sequence, and so forth.

This integration of curriculum is developed around 10 competencies and 41 associated practice behaviors outlined in the Council on Social Work Education’s (CSWE) Educational Policy and Accreditation Standards (EPAS; 20cs08). In your various social work course you have been exposed to the knowledge, skills, and values of the social work profession; additionally, you have had supervised generalist social work practice employing the professions knowledge, skills, and values. You have taken many exams, have written many papers, and have completed many other assignments that have been carefully designed to measure all 41 of the practice behaviors listed in the EPAS.

It is the purpose of this course to facilitate the integration of the above described components. To this end, you will be asked to develop a professional portfolio, write an integrated paper, and successfully complete a standardized comprehensive examination in this course.

Course Credits

This is a 3 credit course.

Prerequisite and Co-requisite courses

SWK 3309 –Practice I, SWK 3313—Practice II, and SWK 4371-Field Education 1 are all prerequisites to this course. SWK 4372-Field II is a co-requisite of this course.

Program Outcomes

Upon completion of the program of study for the BSW Social Work Program, the graduate will be prepared to:

Student Learning Outcomes

Student Learning Outcome By completing all course requirements, students will be able to:	Assignment(s) or activity(ies) validating outcome achievement:	Mapping to Program Outcomes
Competency 1-9	Integrative Paper	Implement appropriate engagement, assessment, intervention strategies with individuals, families, groups, organizations, and communities within a particular theoretical model

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Student Learning Outcome By completing all course requirements, students will be able to:	Assignment(s) or activity(ies) validating outcome achievement:	Mapping to Program Outcomes
Competency 1-9	Comprehensive Exam	Apply HBSE theories, direct practice information, ethical dilemmas, etc

Course Materials

Required Texts:

Association for Advanced Training in the Behavioral Sciences. (2021). *Independent Study Program for the bachelors social work exam*. Ventura, CA: Author. ISBN: 9781941273258
Must be bought at the ASU Campus Bookstore, bring your school ID and CID, cost is \$277.

**Once this packet is purchased from the bookstore it may not be returned, if it is returned your access to the AATBS website will be blocked and you will not be able to sit for the comprehensive exam.

**Returning a packet and using the activation code is also a violation of the academic honor code and NASW code of ethics.

American Psychological Association. (2020). *Publication manual of the American Psychological Association* (7th ed.). Washington, DC: Author. ISBN: 978-1-4338-3216-1

NOTE: All assignments submitted in this course are to be written in strict accordance with the Publication Manual of the American Psychological Association 7th ed.).

Required Materials:

Field education Manual
 NASW Code of Ethics
 Code of Conduct
 Scope of Practice
 TBSWE Rules
 NASW Guidelines for Social Work Safety in the Workplace
 NASW Standards for Cultural Competence in Social Work Practice
 Indicators for the Achievement of the NASW Standards for Cultural Competence in Social Work Practice
 NASW Standards for Social Work Case Management
 NASW Best Practice Standards in Social Work Supervision
 Managing Clients Who Present with Anger
 NASW Standards and Guidelines for the area(s) related to your field agency setting
 Field Education Agency Policy & Procedures
 Pertinent Federal, State, & Local policies
 Evidenced-based practice/best practice research articles

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Technology Requirements

To participate in one of ASU's distance education programs, you need this technology:

- A computer capable of running Windows 7 or later, or Mac OSX 10.8 or later
- The latest version of one of these web browsers: internet Explorer, Firefox, or Safari
- Microsoft Office Suite or a compatible Open Office Suite
- Adobe Acrobat Reader
- High Speed Internet Access
- Ethernet adapter cable required (wireless connections can drop during tests and Collaborate sessions)
- Webcam
- Access to Blackboard Collaborate

Refer to Angelo State University's Distance Education website for further technology requirements: [Angelo State University's Distance Education Website](#)

Grading

Evaluation and Grades

Course grades will be determined as indicated in the table below.

Assessment	Percent/Points of Total Grade
Professional Performance/Collaborate Sessions	15
Integrated Paper Assignment	20
Comprehensive Exam	65
Total	100%

Grading System

Course grades will be dependent upon completing course requirements and meeting the student learning outcomes.

The following grading scale is in use for this course:

- A = 90.00-100 points
- B = 80.00-89.99 points
- C = 70.00-79.99 points
- D = 60.00-69.99 points
- F = 0-59.99 points (Grades are not rounded up)

Professional Performance/Collaborate Sessions/Drafts

15%

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This is relevant to attendance and participation in Collaborate Session on Thursdays 9am, completing assignments of required drafts in a timely manner, engaging in all course activities, and having professional and respectful communication with professor and peers; and so forth. The expectation for students in a social work program is that they are motivated to learn and are dedicated to their studies.

Integrated Assignment

20%

You will have an integrated paper, which will be completed in conjunction with SWK 4372 (Field Education II) as a cumulative assignment and will be graded as such. The course SWK 4372 (Field Education II) assignment will focus on: 1) description of the field education agency and population served; 2) discuss a specific case that the student was involved with during their field education experience; 3) personal reflection on their field education experience, classroom experience, and the integration of components of the social work program. The course SWK 4373 (Practice III) will focus on applying the theoretical concepts, such as the application of human behavior in the social environment concepts and themes, general intervention model (7 steps), evidence based practice, policy issues, diversity issues, ethical issues, social and economic justice issues, and an analysis of organizational, community, or other constraints to the case or client that was used in SWK 4372's assignment. You will receive a single grade to be recorded for both courses.

Integrated Paper

Each student will write an integrated paper, a maximum of 30 pages in length, including the cover and reference pages, which strictly conforms to the most recent edition of the APA style manual, based on their own work with client systems in their field education experience. Each student will need to have a minimum of 10 peer reviewed journals/books/websites that will be used for this paper. Each student will complete drafts of each section to make sure they are on track, drafts are due weekly through "TurnItIn". Each paper must contain the following elements (a detailed Rubric will follow):

- I. Applications of HBSE theory (ie PIE or the Life Course Perspective) to a Particular Case or Issue (chosen in SWK 4372-Field Education II)
- II. Implementation of the General Intervention Model
 - A. Engagement of the client system
 - B. Assessment of the client system
 - C. Planning with the client system
 - D. Intervention with the client system
 - E. Evaluation with the client system
 - F. Termination with the client system
 - G. Follow-up with the client system

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- III. Use of Evidence-Based Practice (which evidenced-based practice did you use when working with your population or client)
- IV. Policy Issues Encountered (by population or client)
- V. Diversity Issues Encountered (by population or client)
- VI. Ethical Issues Encountered (by population or client)
- VII. Social and Economic Justice Issues Encountered (by population or client)
- VIII. Plus addition of sections required in Field Education I and II.

Plagiarism is the presentation of someone else's information as though it were your own. If you use the words or ideas of another person; or if you use material from any source--whether a book, journal, magazine, newspaper, business publication, broadcast, speech, electronic media, peer, or any other source--you must acknowledge that source. Plagiarism on the term paper will result in the student not receiving credit for her/his term paper.

Comprehensive Examination

65%

Each student will successfully complete the social work comprehensive examination. The exam covers the following broad areas of generalist social work practice:

- I. Human Development, Diversity, and Behavior in the Environment
- II. Assessment in Social Work Practice
- III. Direct and Indirect Practice
- IV. Professional Relationships, Values, and Ethics

This exam strives to measure your social work knowledge, skills, and values related to the EPAS 9 competencies and 31 behaviors. There are 170 items of the examination and you will have four (4) hours to complete the examination. The examination is closed book, is delivered in electronic format (i.e., via a computer), and is administered in a supervised lab environment on the ASU campus. You will have two attempts during the semester to achieve an acceptable score (70) on this examination. An acceptable score is required to pass this course and for graduation from ASU's B.S.W. program.

Teaching Strategies

This course is an asynchronous course with a synchronous Collaborate component (mandatory). Students are expected to be "active learners." It is a basic assumption of the instructor that students will be involved (**beyond the materials and lectures presented in the course**) discovering, processing, and applying the course information using peer-review journal articles, researching additional information and examples on the Internet, and discussing course material and clinical experiences with their peers.

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Late Work or Missed Assignments Policy

POLICY ON LATE OR MISSED ASSIGNMENTS

Assignments: Failure to submit your assignments on the assigned date will result in a 10 point deduction for the first day and a 5 point deduction for each day after the posted deadline. No papers or postings will be accepted more than 5 days past the assigned due date.

Exams and Quizzes: NOT ACCEPTED LATE FOR ANY REASON

The week begins on Monday and ends on Sunday. All assignments will be due on Friday at 11:59pm unless otherwise stated.

General Policies Related to This Course

All students are required to follow the policies and procedures presented in these documents:

- [Angelo State University Student Handbook](#)ⁱ
- [Angelo State University Catalog](#)ⁱⁱ

Student Responsibility and Attendance

- **Online:** Students are expected to engage in course activities and submit work by due dates and times. The hope is that students will make substantive contributions which reflect integration of assigned materials as well as any outside readings as appropriate. Scholarly contribution is an expectation. For planning purposes, this class will probably require a minimum of 4-6 study hours per week on average.
- **No food or drink policy for syllabi:** “Due to COVID-19, there will no food or drink allowed in any classrooms, seminar rooms, or public gathering areas in the Health and Human Services building until further notice. The only exception to this policy is a student may have bottled water or water in a container that able to be sealed and not spill or leak.”
- Please do ask questions that are relevant to the course and feel free to utilize my office hours. I am here to help you and I want you to succeed.
- Collaborate session **attendance and participation** is necessary and required. Students are responsible for understanding Angelo State University’s Student Handbook and Conduct code. Students must also follow the Social Work Department student handbook.
- All students are expected to follow the National Association of Social Workers *Code of Ethics, Code of Conduct, and Scope of Practice*.
- Angelo State University expects its students to maintain complete honesty and integrity in their academic pursuits. Students are responsible for understanding the Academic Honor Code, which is available on the web at: http://www.angelo.edu/forms/pdf/Honor_Code.pdf
- Make-up examinations will be considered on a case by case basis and will only be allowed for university and department approved absences.

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- Late assignments are not accepted for any reason unless the reason is approved by the course instructor.
- Electronic devices, including cell phones, Smart tablets, Ipads, Blackberries, etc., are not to be turned on during collaborate sessions and/or comprehensive exam.

Required Use of Masks/Facial Coverings by Students on Campus

- The Texas Tech University System has implemented a mandatory [Facial Covering Policy](#) to ensure a safe and healthy campus experience. Current research on the COVID-19 virus suggests that there is a significant reduction in the potential for transmission of the virus from person-to-person by wearing a mask/facial covering that covers the nose and mouth areas. Because of the potential for transmission of the virus, and to be consistent with the University's requirement, students on campus are to wear a mask/facial covering. Observing safe distancing practices while on campus by spacing out and wearing a mask/facial covering will greatly improve our odds of having a safe and healthy campus experience.
- Students requesting an exemption may need to wear a clear plastic face shield instead of a face mask. Students needing this accommodation should register with [Student Disability Services](#) and provide the appropriate documentation supporting this request. No accommodation exists that would exempt a student from wearing a mask/facial covering at any university-sponsored activity or event.
- For religious or any other exemption-related questions, students should contact the [Office of Student Affairs](#).
- Online students do not need a facemask during collaborate sessions but if students meet to work on assignments then they will need a facemask.

Academic Integrity

Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU.

The College of Health and Human Services adheres to the university's [Statement of Academic Integrity](#).ⁱⁱⁱ

Accommodations for Students with Disabilities

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student's responsibility to initiate such

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a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the [Student Disability Services website](#).^{iv} The employee charged with the responsibility of reviewing and authorizing accommodation requests is:

Dallas Swafford
Director of Student Disability Services
Office of Student Affairs
325-942-2047
dallas.swafford@angelo.edu
Houston Harte University Center, Room 112

Incomplete Grade Policy

It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 [Grading Procedures](#)^v for more information.

Plagiarism

Plagiarism is a serious topic covered in ASU's [Academic Integrity policy](#)^{vi} in the Student Handbook. Plagiarism is the action or practice of taking someone else's work, idea, etc., and passing it off as one's own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list.

Papers are subject to be evaluated for originality. Resources to help you understand this policy better are available at the [ASU Writing Center](#).^{vii}

Student Absence for Observance of Religious Holy Days

A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for [Observance of Religious Holy Day](#)^{viii} for more information.

Copyright Policy

Students officially enrolled in this course should make only one printed copy of the given articles and/or chapters. You are expressly prohibited from distributing or reproducing any portion of course readings in printed or electronic form without written permission from the copyright holders or publishers.

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Syllabus Changes

The faculty member reserves the option to make changes as necessary to this syllabus and the course content. If changes become necessary during this course, the faculty will notify students of such changes by email, course announcements and/or via a discussion board announcement. It is the student's responsibility to look for such communications about the course on a daily basis.

Title IX at Angelo State University

Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.

You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Boone, J.D. You may submit reports in the following manner:

Online: www.angelo.edu/incident-form

Face to face: Mayer Administration Building, Room 210

Phone: 325-942-2022

Email: michelle.boone@angelo.edu

Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).

For more information about resources related to sexual misconduct, Title IX, or Angelo State's policy please visit: www.angelo.edu/title-ix.

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Course Schedule

Week/Date	Topic/Assignments/Assessments DUE
Week 1 July 12-18	Course Introduction (view Welcome and Syllabus review video) Review Syllabus, Review Volumes I-V, Register on AATBS website for access to online exams Draft of Section I due 7/18 eod
Week 2 July 19-25	Review Volumes I-V take practice exams Draft of Sections II and III due 7/25 eod
Week 3 July 26- August 1	Review I-V continue taking practice exams Comp Exam Attempt 1 7/31 (9 am – 1 pm) Draft of Sections IV and V due 8/1 eod
Week 4 August 2-8	Comp Exam Attempt 2 (if needed) 8/7 (9-1) Draft of Sections VI and VII due 8/8 eod
Week 5 August 9-13	Final Paper due 9/11 eod

Grading Rubrics

Student Evaluation of Faculty and Course

Students in all programs are given the opportunity to evaluate their courses and the faculty who teach them. Evaluations are most helpful when they are honest, fair, constructive, and pertinent to the class, clinical experience, or course. Faculty value student evaluations, and use student suggestions in making modifications in courses, labs and clinical experiences. Angelo State University uses the IDEA (Individual Development and Educational Assessment) system administered through Kansas State University for all course evaluations. The Office of Institutional Research and Assessment administers IDEA for the entire university, online and has established a policy whereby students can complete course evaluations free from coercion.

1. Learning to apply course material (to improve thinking, problem solving, and decisions)
2. Developing specific skills, competencies, and points of view needed by professionals in the field most closely related to this course
3. Learning how to find, evaluate, and use resources to explore a topic in depth
4. Developing ethical reasoning and/or ethical decision making
5. Learning to analyze and critically evaluate ideas, arguments, and points of view
6. Learning to apply knowledge and skills to benefit others or serve the public good

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- i <https://www.angelo.edu/student-handbook/>
 - ii <https://www.angelo.edu/catalogs/>
 - iii <https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php>
 - iv <https://www.angelo.edu/services/disability-services/>
 - v <https://www.angelo.edu/content/files/14197-op-1011-grading-procedures>
 - vi <https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php>
 - vii https://www.angelo.edu/dept/writing_center/academic_honesty.php
 - viii <https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of>