



## FIELDWORK EVALUATION INSTRUMENT

This evaluation instrument assesses the behaviors associated with each competency, which students should demonstrate by the end of the fourth semester of the field practicum.

When rating each competency, please provide content (eg. descriptive examples or anecdotes) to support the rating you provide. Also, please include ways in which the student's performance can be further improved for each competency.

On the scale provided after each behavior, please indicate the student's *level of performance* at the end of the semester by placing an X in the appropriate box.

**IP    Insufficient Progress**

**Student does not meet the expectations of a student completing this course.**

**EC    Emerging Competence**

**Student is beginning to meet the expectations of a student completing this course.**

**AC    Approaching Competence**

**Student is approaching the expectations of a student completing this course**

**C     Competent**

**Student meets the expectations of a student completing this course.**

### Evaluation Process

- The field instructor and student jointly review the student's performance in terms of the criteria specified in this evaluation instrument.
- Following their review and discussion, the field instructor completes this instrument. The student then reviews it and, if he or she wishes, writes comments in the section indicated.
- If the student wishes, he or she may append an additional statement to the instrument.
- Finally, the field instructor and student both sign and date the instrument.  
*Note: The student's signature does not indicate agreement, but rather that the evaluation has been read.*
- The field instructor sends the completed evaluation to the faculty advisor, who reviews and signs the evaluation.
- The faculty advisor assigns the grade for the field practicum.

The Social Work Department at Lehman College appreciates your work with our students.

**COMPETENCY I: Demonstrate ethical and professional behavior**

**Key: IP = Insufficient Progress; EC = Emerging Competence; AC = Approaching Competence; C = Competent**

**Behaviors**

<p><b>1. Make ethical decisions by applying the standards of the NASW Code of Ethics, relevant laws and regulations, models for ethical decision-making, ethical conduct of research, and additional codes of ethics as appropriate to context.</b></p>	<table border="1"> <thead> <tr> <th>IP</th> <th>EC</th> <th>AC</th> <th>C</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </tbody> </table>	IP	EC	AC	C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<p><b>2. Use reflection and self-regulation to manage personal values and maintain professionalism in practice situations.</b></p>	<table border="1"> <thead> <tr> <th>IP</th> <th>EC</th> <th>AC</th> <th>C</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </tbody> </table>	IP	EC	AC	C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
<p><b>3. Demonstrate professional demeanor in behavior; appearance; and oral, written, and electronic communication.</b></p>	<table border="1"> <thead> <tr> <th>IP</th> <th>EC</th> <th>AC</th> <th>C</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </tbody> </table>	IP	EC	AC	C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IP	EC	AC	C						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
<p><b>4. Use technology ethically and appropriately to facilitate practice outcomes.</b></p>	<table border="1"> <thead> <tr> <th>IP</th> <th>EC</th> <th>AC</th> <th>C</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </tbody> </table>	IP	EC	AC	C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IP	EC	AC	C						
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<p><b>5. Use supervision and consultation to guide professional judgment and behavior.</b></p>	<table border="1"> <thead> <tr> <th>IP</th> <th>EC</th> <th>AC</th> <th>C</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </tbody> </table>	IP	EC	AC	C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**Evidence to support rating and strategies to increase competence:**

**COMPETENCY II: Engage diversity and difference in practice**

**Key: IP = Insufficient Progress; EC = Emerging Competence; AC = Approaching Competence; C = Competent**

**Behaviors**

6. Apply and communicate understanding of the importance of diversity and difference in shaping life experiences in practice at the micro, mezzo, and macro levels.	IP	EC	AC	C	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. Present themselves as learners and engage clients and constituencies as experts of their own experiences.	IP	EC	AC	C	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8. Apply self-awareness and self-regulation to manage the influence of personal biases and values in working with diverse clients and constituencies.	IP	EC	FC	C	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Evidence to support rating and strategies to increase competence:**

**COMPETENCY III: Advance human rights and social, economic, and environmental justice**

**Key: IP = Insufficient Progress; EC = Emerging Competence; AC = Approaching Competence; C = Competent**

**Behaviors**

9. Apply their understanding of social, economic, and environmental justice to advocate for human rights at the individual and system levels.	IP	EC	AC	C	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10. Engage in practices that advance social, economic, and environmental justice.	IP	EC	AC	C	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Evidence to support rating and strategies to increase competence:**

**COMPETENCY IV: Engage in practice-informed research and research-informed practice**

Key: IP = Insufficient Progress; EC = Emerging Competence; AC = Approaching Competence; C = Competent

**Behaviors**

11. Use practice experience and theory to inform scientific inquiry and research.	IP	EC	AC	C
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Apply critical thinking to engage in analysis of quantitative and qualitative research methods and research findings.	IP	EC	AC	C
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Use and translate research evidence to inform and improve practice, policy and service delivery.	IP	EC	AC	C
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Evidence to support rating and strategies to increase competence:**

**COMPETENCY V: Engage in policy practice**

Key: IP = Insufficient Progress; EC = Emerging Competence; AC = Approaching Competence; C = Competent

**Behaviors**

14. Identify social policy at the local, state, and federal level that impacts well-being, service delivery, and access to social services.	IP	EC	AC	C
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Assess how social welfare and economic policies impact the delivery of and access to social services.	IP	EC	AC	C
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Apply critical thinking to analyze, formulate, and advocate for policies that advance human rights and social, economic, and environmental justice.	IP	EC	AC	C
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Evidence to support rating and strategies to increase competence:**

**COMPETENCY VI: Engage with individuals, families, groups, organizations, and communities**

Key: IP = Insufficient Progress; EC = Emerging Competence; AC = Approaching Competence; C = Competent

**Behaviors**

17. Apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks to engage with clients and constituencies.	IP	EC	AC	C
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Use empathy, reflection, and interpersonal skills to effectively engage diverse clients and constituencies.	IP	EC	AC	C
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Evidence to support rating and strategies to increase competence:

**COMPETENCY VII: Assess individuals, families, groups, organizations, and communities**

Key: IP = Insufficient Progress; EC = Emerging Competence; AC = Approaching Competence; C = Competent

**Behaviors**

19. Collect and organize data, and apply critical thinking to interpret information from clients and constituencies.	IP	EC	AC	C
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. Apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in the analysis of assessment data from clients and constituencies.	IP	EC	AC	C
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Develop mutually agreed-on intervention goals and objectives based on the critical assessment of strengths, needs, and challenges within clients and constituencies.	IP	EC	AC	C
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22. Select appropriate intervention strategies based on the assessment, research knowledge, and values and preferences of clients and constituencies.	IP	EC	AC	C
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Evidence to support rating and strategies to increase competence:

**COMPETENCY VIII: Intervene with individuals, families, groups, organizations, and communities**

**Key: IP = Insufficient Progress; EC = Emerging Competence; AC = Approaching Competence; C = Competent**

**Behaviors**

<p><b>23. Critically choose and implement interventions to achieve practice goals and enhance capacities of clients and constituencies.</b></p>		IP	EC	AC	C	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>24. Apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in interventions with clients and constituencies.</b></p>		IP	EC	AC	C	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>25. Use inter-professional collaboration as appropriate to achieve beneficial practice outcomes.</b></p>		IP	EC	AC	C	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>26. Negotiate, mediate, and advocate with and on behalf of diverse clients and constituencies.</b></p>		IP	EC	AC	C	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>27. Facilitate effective transitions and endings that advance mutually agreed-on goals.</b></p>		IP	EC	AC	C	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Evidence to support rating and strategies to increase competence:**

**COMPETENCY IX: Evaluate practice with individuals, families, groups, organizations, and communities**

**Key: IP = Insufficient Progress; EC = Emerging Competence; AC = Approaching Competence; C = Competent**

**Behaviors**

<b>28. Select and use appropriate methods for evaluation of outcomes.</b>	IP	EC	AC	C	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>29. Apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in the evaluation of outcomes.</b>	IP	EC	AC	C	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>30. Critically analyze, monitor, and evaluate intervention and program processes and outcomes.</b>	IP	EC	AC	C	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>31. Apply evaluation findings to improve practice effectiveness at the micro, mezzo, and macro levels.</b>	IP	EC	AC	C	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Evidence to support rating and strategies to increase competence:**



**COMPETENCY X: Demonstrate the ability to provide direct services to diverse client systems within complex urban environments**

**Key:** Key: IP = Insufficient Progress; EC = Emerging Competence; AC = Approaching Competence; C = Competent

**Behaviors**

<p><b>32. Apply an understanding of the concept of intersectionality as it relates to national origin, religion, abilities, gender identity, sexual orientation, and poverty, among others, in order to provide services effectively.</b></p>	<table border="1"> <thead> <tr> <th data-bbox="1159 478 1230 533">IP</th> <th data-bbox="1230 478 1302 533">EC</th> <th data-bbox="1302 478 1373 533">AC</th> <th data-bbox="1373 478 1445 533">C</th> </tr> </thead> <tbody> <tr> <td data-bbox="1159 533 1230 588"><input type="checkbox"/></td> <td data-bbox="1230 533 1302 588"><input type="checkbox"/></td> <td data-bbox="1302 533 1373 588"><input type="checkbox"/></td> <td data-bbox="1373 533 1445 588"><input type="checkbox"/></td> </tr> </tbody> </table>	IP	EC	AC	C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IP	EC	AC	C						
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<p><b>33. Using the value of cultural humility, provide culturally sensitive services in urban settings.</b></p>	<table border="1"> <thead> <tr> <th data-bbox="1159 625 1230 680">IP</th> <th data-bbox="1230 625 1302 680">EC</th> <th data-bbox="1302 625 1373 680">AC</th> <th data-bbox="1373 625 1445 680">C</th> </tr> </thead> <tbody> <tr> <td data-bbox="1159 680 1230 735"><input type="checkbox"/></td> <td data-bbox="1230 680 1302 735"><input type="checkbox"/></td> <td data-bbox="1302 680 1373 735"><input type="checkbox"/></td> <td data-bbox="1373 680 1445 735"><input type="checkbox"/></td> </tr> </tbody> </table>	IP	EC	AC	C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IP	EC	AC	C						
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<p><b>34. Apply knowledge of multi-dimensional trauma-informed perspectives when providing services to diverse client systems.</b></p>	<table border="1"> <thead> <tr> <th data-bbox="1159 739 1230 793">IP</th> <th data-bbox="1230 739 1302 793">EC</th> <th data-bbox="1302 739 1373 793">AC</th> <th data-bbox="1373 739 1445 793">C</th> </tr> </thead> <tbody> <tr> <td data-bbox="1159 793 1230 848"><input type="checkbox"/></td> <td data-bbox="1230 793 1302 848"><input type="checkbox"/></td> <td data-bbox="1302 793 1373 848"><input type="checkbox"/></td> <td data-bbox="1373 793 1445 848"><input type="checkbox"/></td> </tr> </tbody> </table>	IP	EC	AC	C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IP	EC	AC	C						
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<p><b>35. Navigate complex social service delivery systems to secure effective resources for diverse client systems.</b></p>	<table border="1"> <thead> <tr> <th data-bbox="1159 854 1230 909">IP</th> <th data-bbox="1230 854 1302 909">EC</th> <th data-bbox="1302 854 1373 909">AC</th> <th data-bbox="1373 854 1445 909">C</th> </tr> </thead> <tbody> <tr> <td data-bbox="1159 909 1230 963"><input type="checkbox"/></td> <td data-bbox="1230 909 1302 963"><input type="checkbox"/></td> <td data-bbox="1302 909 1373 963"><input type="checkbox"/></td> <td data-bbox="1373 909 1445 963"><input type="checkbox"/></td> </tr> </tbody> </table>	IP	EC	AC	C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IP	EC	AC	C						
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<p><b>36. Demonstrate the ability to challenge social, economic and environmental injustices when providing services to diverse client systems.</b></p>	<table border="1"> <thead> <tr> <th data-bbox="1159 968 1230 1022">IP</th> <th data-bbox="1230 968 1302 1022">EC</th> <th data-bbox="1302 968 1373 1022">AC</th> <th data-bbox="1373 968 1445 1022">C</th> </tr> </thead> <tbody> <tr> <td data-bbox="1159 1022 1230 1077"><input type="checkbox"/></td> <td data-bbox="1230 1022 1302 1077"><input type="checkbox"/></td> <td data-bbox="1302 1022 1373 1077"><input type="checkbox"/></td> <td data-bbox="1373 1022 1445 1077"><input type="checkbox"/></td> </tr> </tbody> </table>	IP	EC	AC	C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**Evidence to support rating and strategies to increase competence:**

**COMPETENCY XI: Demonstrate the ability to provide agency-based supervision and assume the role of an agency administrator in diverse urban settings**

**Key:** Key: IP = Insufficient Progress; EC = Emerging Competence; AC = Approaching Competence; C = Competent

**Behaviors**

<b>37. Apply knowledge of theoretical approaches in order to effectively perform in a supervisory role in agency settings.</b>	IP	EC	AC	C	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>38. . Use reflection and self-awareness in the supervisory role in order to manage the influence of personal biases and provide ethical supervision.</b>	IP	EC	AC	C	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>39. Apply knowledge of multi-dimensional trauma-informed perspectives when providing services to diverse client systems.</b>	IP	EC	AC	C	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>40. Model ethical decision-making for agency administration based on social work values and ethics.</b>	IP	EC	AC	C	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Evidence to support rating and strategies to increase competence:**

**COMPETENCY XII: Assume leadership roles as an Advanced Generalist social work practitioner within the context of diverse urban environments**

**Key:** Key: IP = Insufficient Progress; EC = Emerging Competence; AC = Approaching Competence; C = Competent

**Behaviors**

<p><b>41. Demonstrate the ability to engage in the process of creating change related to promoting social, economic, and environmental justice within agencies, diverse urban environments, and the broader society.</b></p>	<table border="1"> <tr> <td>IP</td> <td>EC</td> <td>AC</td> <td>C</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>	IP	EC	AC	C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IP	EC	AC	C						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
<p><b>42. Develop knowledge to seamlessly navigate the various levels of practice and assume multiple roles simultaneously, including direct practice worker, supervisor, administrator, member of community coalition and governing body, researcher, and policy practitioner.</b></p>	<table border="1"> <tr> <td>IP</td> <td>EC</td> <td>AC</td> <td>C</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>	IP	EC	AC	C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IP	EC	AC	C						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
<p><b>43. Use reflection and self-awareness to contemplate possible leadership roles to pursue.</b></p>	<table border="1"> <tr> <td>IP</td> <td>EC</td> <td>AC</td> <td>C</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>	IP	EC	AC	C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IP	EC	AC	C						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

**Evidence to support rating and strategies to increase competence:**

## SUMMARY OF STUDENT ACHIEVEMENT

### **SPRING SEMESTER**

Please provide a summary of the student's performance in the field placement. Include an evaluation of the student's attendance, punctuality, timely submission of work and general professionalism plus the student's practice skills and work with clients.

I. Student's Strengths:

II. Student's Limitations or Areas Identified for Additional Experience:

III. Student's Comments:

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Signature of Field Instructor

---

Date

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Signature of Student

---

Date

---

Signature of Faculty Advisor

---

Date