

LAKEHEAD UNIVERSITY
School of Social Work

H.B.S.W. On-site Field Associate Evaluation Form

Mid Term:

End Term:

Student's Name	
Student's Year Level	Third Year: <input type="checkbox"/> Fourth Year: <input type="checkbox"/> One Year: <input type="checkbox"/>
Field Placement Agency	
On-site Field Associate's Name and Title	
Off-site Field Instructor	
Placement Timelines	

The field placement is a vital component of the H.B.S.W. program, providing the opportunity for students to develop practice competence as beginning professional social workers.

Ongoing communication between the field placement on-site agency Field Associate and the School of Social Work off-site Field Instructor provides valuable feedback regarding the student's progress in the field placement setting. The input that you provide on this brief evaluation form is vital to the completion of the H.B.S.W. field placement evaluation by the off-site supervisor.

EVALUATION RATING SCALE

Please assign an appropriate rating from 1 to 4 by checking one of the numbers on the Rating Scale.

Rating Scale:

1	Not Meeting Expectations: The student demonstrates minimal knowledge, understanding or skill level.
2	Beginning to Meet Expectations: The student is beginning to approach an expected level of competence with appropriate attempts to use knowledge/skill in practice.
3	Meeting Expectations: The student demonstrates competency at an expected level, effectively applying knowledge and skill.
4	Exceeding Expectations: The student exceeds expectations and demonstrates effective application of knowledge and skill as part of his/her interpersonal style.
NA	Not Applicable: No basis to evaluate or too few pertinent activities available.

1. The student clearly understands and articulates their social work role and responsibilities within the placement setting.	1	2	3	4	NA
2. The student demonstrates a working knowledge of the mandate, policies and procedures of the organization.	1	2	3	4	NA
3. The student operates and contributes as a member of the agency team.	1	2	3	4	NA
4. The student demonstrates a working knowledge of community resources and makes appropriate referrals.	1	2	3	4	NA
5. The student demonstrates the ability to engage, develop and maintain purposeful relationships with clients and their families.	1	2	3	4	NA
6. The student uses effective communication skills (both verbal and non-verbal) to establish good working relationships with clients and colleagues.	1	2	3	4	NA
7. The student completes all relevant documentation on time, with clarity and consistency.	1	2	3	4	NA
8. The student demonstrates the ability to prepare clients/families/groups for termination/referral in a positive, sensitive manner.	1	2	3	4	NA
9. The student demonstrates the ability to accept and respond professionally to feedback.	1	2	3	4	NA
10. The student is motivated and self-reflective in the learning role.	1	2	3	4	NA
11. The student demonstrates an increasing capacity for independent practice as skills develop.	1	2	3	4	NA
12. The student demonstrates reliability and responsibility in the professional social work role.	1	2	3	4	NA

Comments (Strengths/Learning goals)

<p>Field Associate:</p>

Field Associate's Signature

Date