



WAYNE STATE School of Social Work

Challenging Minds, Leading Change, Transforming Lives

Statement of Acknowledgment: Field Placement

The following are provisions related to my assigned field placement(s) while a student in the BSW or MSW degree program.

- Students with **full time** status are required to enroll in a field placement course for 16 hours per week. This requirement consists of two (2) regularly scheduled eight (8) hour field work days, to be completed during a regular Monday through Friday work week extending across the designated semester(s).
- Students with **part time** status are required to enroll in a field placement 16 hours per week. This requirement consists of at least two (2) regularly scheduled field work days. Part time student field work days *may* be arranged at an eligible but more flexible field placement site during evening and weekends hours, *if available*. ***IT IS IMPORTANT TO NOTE THAT EVENING AND WEEKEND FIELD PLACEMENT OPPORTUNITIES ARE NOT GUARANTEED AND, IF ARRANGED, MAY RESTRICT PLACEMENT OPTIONS.**
- Many field placement agencies request background investigations, various clearances, fingerprint checks, physical examinations, TB tests, vaccination verification (i.e. Flu or COVID), a valid Michigan driver's license, etc. as requirements for their placement interview process and for confirmation of placement. If agencies do not cover costs, students may be required to pay these fees. **Agencies may also require random drug screening(s) at any time during the year.** Students must be willing to participate in these additional screens/evaluations and give permission for the results to be provided to the School when requested. If a student fails these screens, she/he will not be accepted at the specified agency, may become ineligible for field placement, and not be placed for an entire academic year. **If during the year a student fails a screening, she/he will be removed from the agency and not placed in another agency for the remainder of the academic year.** The Field Director will review cases to determine whether a student is eligible to continue in field and, consequently, remain in the relevant social work degree program. The Campus Health Center may provide some of these health services at no cost/low cost to registered students. Please access this information at health.wayne.edu.
- Students will contact the potential field instructor/agency to arrange for placement interviews. If a student is not accepted at two field agencies for performance or behavior concerns *or* does not accept placements at two field agencies, the student is then required to meet with the Director of Field Education. **Failure to secure a placement after a third interview will be interpreted as the lack of readiness for field at this time. These students will be referred to their assigned Academic Advisor for revision of the academic plan of work.**
- In all courses, including field placement, students shall maintain professional conduct in accordance with the *WSU Student Code of Conduct* and the school's professional, technical, and academic standards, i.e., the NASW Code of Ethics, professional social work values, and laws regulating social work practice.

- Students are expected to arrange reliable transportation to and from the field placement site. The Office of Field Education does consider the location in which a student lives, but cannot guarantee a field placement in close proximity to that area.
- Students are NOT to contact potential field placement sites regarding field placement opportunities. If a specific field placement site is of interest, students must notify the Office of Field Education. The school will follow the appropriate contact and placement protocols with the agency to ensure that the agency meets the required professional placement criteria for field education.
- Students are required to adhere to the School of Social Work policies which may be found at <https://socialwork.wayne.edu/forms>.
- All field placement interviews are professional meetings. Professional dress and demeanor are required.

CRIMINAL HISTORY ADVISEMENT: Please be advised that many agencies conduct criminal background checks on interns. Students may be required to submit to electronic fingerprinting and pay any required fees. In many agencies, i.e., agencies that provide services to families and children or older adults, this is a legal requirement. A criminal record may prevent you from being accepted by any of the affiliated agencies. Because field placement is an absolute requirement, and if you are unable to establish an internship due to a criminal record, you will be terminated from the program. If you have a criminal record, you are required to inform the Director of Field. Failure to inform the field director of this history may result in termination from the program. There may also be potential consequences for individuals with criminal records who intend to seek the LBSW or LMSW. For further information regarding licensure eligibility, please call the Michigan Board of Social Work at (517) 335-0918.