

Pupil Personnel Services Credential Program School Social Work and CWA

Exhibit 6.2 **Signed MOU or Agreements for Placements** **2019-20**

Signed MOU/Agreement for Placements

PPS candidates have both second year MSW learning agreements and PPS learning agreement addenda that are completed in the fall and spring semesters of the second year of the MSW program. These documents are completed and signed by the fourth week of the semester.

The MSW2 learning agreements operationalize the learning goals and outcomes of Advanced Field Instructed Practice I and II, SWRK 282 (fall) and SWRK 283 (spring). They are digitally signed by all parties and housed on the department's web based server, Intern Placement Tracking or IPT. The learning agreements serve as road maps in the selection of advanced MSW field placement assignments for all MSW students. Templates of the advanced learning agreements can be viewed here: [SWrk 282](#) and [SWrk 283](#)

The specialized field work requirements for the PPS credential are outlined in the Fall and Spring PPS Learning Agreement Addenda. The PPS Learning Agreement Addenda include field placement assignments in accordance with Commission program standards that are not fully covered in the SWRK 282 and SWRK 283 learning agreements. The Fall Addendum includes assignments that are prescribed by the program. The assignments for the Spring Addendum are developed by the PPS candidate in consultation with the MSW/PPS field instructor and PPS faculty liaison. A template of the Fall PPS Addendum can be [here](#).

An example of a Spring PPS Addendum can be found [here](#).

Expectations and Criteria for Veteran Practitioner Selection, Training and Evaluation

The expectations and criteria for veteran practitioners to serve as field instructors for MSW students are guided by the accreditation standards of the Council for Social Work Education as well as the program standards for the PPS credential established by the CA Commission on Teacher Credentialing. A complete description of field instructor roles and responsibilities can be found in the MSW 2 Field Manual [here](#).

Field instructors for MSW/PPS candidates are required to have an MSW degree from a CSWE accredited institution, a valid California PPS credential in school social work and CWA, and a minimum of two years of post-MSW practice experience, including two years of school social work experience. These criteria are documented in the Field Instructor Profile form which can be found [here](#).

Training is required of all field instructors in order to be certified to supervise social work students. The initial training is available in five, online modules at: <http://www.fresnostate.edu/chhs/social-work/field-instructor/index.html>. Upon completion of this online training, field instructors receive a certificate of completion certifying them to serve as a field instructor for the Department of Social Work Education at California State University, Fresno. A training session for all new field instructors is also provided on campus every August prior to the beginning of the new academic year. Ongoing training is provided to all field instructors annually and specifically to PPS field instructors as well. A list of recent training topics is available in Exhibit 6.3. Field instructors are evaluated every semester by the student intern as part of the semester performance evaluation. Feedback on field instructor performance is also provided by the faculty liaison.

Support Roles

There are a number of support roles in place during the field work experience for PPS candidates, including the field instructor, the faculty liaison, and the PPS Coordinator. The MSW/PPS candidate meets with the school-based MSW/PPS field instructor for supervision for a minimum of one hour per week. The field instructor serves as the primary instructor for the field internship experience. The university supports this instructional arrangement by assigning a faculty member to serve as a liaison to the field placement. The liaison for PPS candidates has an MSW and a PPS credential and is the link between the Department of Social Work Education and the field site. The liaison makes a minimum of two visits to the school site each semester to meet with the field instructor and PPS candidate to review planned learning assignments and learning progress as well as provide support, consultation and problem solving. The PPS Coordinator maintains weekly contact with candidates, faculty liaisons, and field instructors to keep them apprised of program requirements and is available to answer questions and provide consultation as needed.