# SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY

## SAULT STE. MARIE, ONTARIO

## COURSE OUTLINE

Course Title: **FIELD WORK III**

Code No.: **DSW 205-6**

Program: **DEVELOPMENTAL SERVICES WORKER (D.S.W.)**

Semester: **THIRD**

Date: **SEPTEMBER, 1987**

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New: _____     Revision: ___X___

APPROVED: _N. Koch_    N. KOCH                    _HUG. 13/87_
          Chairperson                             Date

## COURSE DESCRIPTION:

Fieldwork III is designed to give students the experience and skills
necessary to work in a variety of settings.  Students will learn how
to apply and demonstrate theoretical knowledge related to programming
ultilizing behavioural and humanistic approaches in actual placement
sites.  The student will develop a sense of responsibility and a feel
for the role of a D.S.W. professional.

## BEHAVIOUR OBJECTIVES:

After completing the requirements for Field Work III the student will:

1) Have a greater understanding of the functions and services their
   placement agency provides.

2) Develop a sense of team work by experiencing interactions with
   other professionals in the field.

3) Learn a variety of techniques for training and teaching develop-
   mentally handicapped persons.

4) Learn the importance of proper work habits and how these habits
   affect others, i.e. supervisors, other staff, peers, and clients.

5) Learn to follow lines of communication and how to deal with
   conflicts should they arise.

6) Have a more knowledgeable understanding of behavioural interven-
   tion techniques.

7) Learn to manage and utilize their time effectively.

8) Learn how to observe, record, and report on client progress.

9) Perform basic nursing and health as required.

10) Develop a sense of responsibiltiy and a feel for the role of a
    D.S.W. professional.

## METHODOLOGY:

Students will be assigned to various agencies such as group homes,
vocational placements, nursing homes, developmental centres, etc. by
the D.S.W. department.  Students will be required to work 16 hours a
week which may include shiftwork depending on the placement.

## EVALUATION:

Students will be evaluated by faculty and with the assistance of the
agency supervisor.  Assignments, work habits, competency in skill
areas, communications with supervisor, professionalism and most
importantly care and treatment of client will be used to measure
performance using a variety of methods.  Attendance and participation
in DSW 206-1 (Field Seminar III) will also be used in the evaluation
process.

## GRADING SYSTEM:

|         |    |      |   |    |
|---------|----|------|---|----|
| 90%     | to | 100% | = | A+ |
| 83      | to | 89   | = | A  |
| 75      | to | 82   | = | B  |
| 60      | to | 74   | = | C  |
| Repeat Course | | | = | R |

**SUBJECT TO CHANGE**

| | |
|---|---|
| 1) Programmes | 30% |
| 2) Progress Reports and Data Collection | 25% |
| 3) Agency/Faculty Evaluation | 30% |
| 4) Work Schedule | 5% |
| 5) Programme Delivery and Revision | 10% |
| | 100% |

## ASSIGNMENTS - FIELD WORK - THIRD SEMESTER:

1.  Students will be responsible for writing up (2) Individual
    Training/Treatment Programmes (I.T.P.).

2.  Students will negotiate with agency supervisors what I.T.P.'s
    are to be devised and with which client.

3.  Students will responsible for baselining clients (see faculty for
    instructions) after the program decisions have been made prior to
    actually writing up the programme.

4.  Once baselines have been completed each student will write up the
    I.T.P.'s and submit them to Room E473 by the deadline dates (see
    faculty for dates).

5.  Once the programmes have been approved and marked by the College
    faculty, students are to submit these programmes to their desig-
    nated agency prior to implementation.  Programmes carried out or
    implemented without proper authorization will result in failure
    for the programme.

6.  Any special equipment needed for programming is the student's
    responsibility, i.e. seek out program equipment by following
    correct lines of communication.

7. Students are expected to write up a work schedule.  Items to be included are:

   1) Time work begins.
   2) Schedule of programmes, with time, place of programming and name of resident with whom you are working.
   3) Schedule time for progress reports and data collection.
   4) Schedule time for regular routine house duties which the agency supervisor expects.
   5) Schedule coffee breaks and lunch hours.
   6) Give copies to supervisor and faculty.

   > **N.B.**  Make sure that your programme time with clients does not interfere with the residents' other daily activities (i.e. school workshop, appointments, etc.).

8. a) Progress reports are to be written bi-weekly and handed in to the College faculty who teaches Field Seminar.
   b) Once progress reports, programmes and/or any other written materials are graded, the student <u>must</u> make corrections and hand in the corrected copy to the agency supervisor.

   > **N.B.**  Failure to keep the agency supervisor informed regarding programmes or progress with clients involved will result in a repeat.

   c) Progress notes will be written in an objective manner based on observations and data taken.
   d) Changes in the programme(s) should be included in progress notes after the agency supervisor has okayed the changes.

9. Attendance:  100% attendance and punctuality is required.  If the student is unable to attend the placement, the faculty and agency supervisor must be telephoned in advance.  Students absent from placement must make up all placement time with the individual agency.  Continued absenteeism will result in either repeat or failure of the placement.  Failure to arrange make-up time will be considered as a failure for the particular placement.  (See Promotion Policies Manual for further details.)

10. Habitual lateness or leaving the placement early without authorization will result in failure for that placement.

11. Late assignments or incomplete work will automatically lose marks as deemed necessary by College faculty.

12. Confidentiality:  Note, any student breaching confidentially may be subject to dismissal from the D.S.W. Programme.