

SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY
SAULT STE. MARIE, ONTARIO

COURSE OUTLINE

Course Title: Field Work III

Course No.: DSW 205-6

Program: Developmental Services Worker

Semester: Third

Date: September 1989

Author: Alex Jordan

New: _____ Revision: _____

APPROVED: *K. DeSousa* N. KOCH
Chairperson

June 30/89
Date

COURSE DESCRIPTION

Field Work 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 utilizing 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 developmentally 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 intervention 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 responsibility and a feel for the role of a DSW professional.

METHODOLOGY

Students will be assigned to various agencies such as group homes, vocational placements, nursing homes, developmental centres, etc. by the DSW 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 (Subject to Change)

90%	-	100%	=	A+
83	-	89	=	A
75	-	82	=	B
60	-	7	=	C
Repeat Course	=			R

1. Programs	30%
2. Progress Reports and Data Collection	25%
3. Agency/Faculty Evaluation	30%
4. Work Schedule	5%
5. Program Delivery and Graphs	10%
	<u>100%</u>

ASSIGNMENTS - FIELD WORK - THIRD SEMESTER:

1. Students will be responsible for writing up two (2) Individual Training/Treatment Programs (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 be responsible for baselining clients (see faculty for instructions) after the program decisions have been made prior to actually writing up the program.
4. Once baselines have been completed each student will write up the I.T.P.'s and submit them to Room E476 by the deadline dates (see faculty for dates).

5. Once the programs have been approved and marked by the College faculty, students are to submit these programs to their designated agency prior to implementation. Programs carried out or implemented without proper authorization will result in failure for the program.
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 programs 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 program 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, programs, and/or any other written materials are graded, the student must make corrections and hand in the corrected copy to the agency supervisor.

N.B. Failure to keep the agency supervisor informed regarding programs 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 program(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 confidentiality may be subject to dismissal from the DSW program.